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3 **Selectboard Meeting**
4 **June 3, 2010 at 7:00 p.m.**
5 **Jericho Town Hall, 67 Vermont Route 15**
6

7 **Members present:** Kim Mercer (Chair), Catherine McMains, Tim Nulty
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9 **Others present:** Todd Odit (Town Administrator), Amy Richardson (Secretary), Michelle Morris,
10 David Villeneuve, Bert Lindholm, Tom Moreau, Leslie Nulty, Martin Fisher, Mari McClure, Dennis
11 Nelson, Ken Barkyoub
12

13 Meeting called to order by Ms. Mercer at 7:03 p.m.
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15 **1. Public comment.**
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17 There were no public comments.
18

19 **2. Plains Road Streetlight Request.**
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21 Mr. Odit stated that a resident on Plains Road, Martin Fisher, has requested that the Town install a
22 streetlight in front of his house. He stated that he has done some research on the matter and streetlights
23 are most often installed at intersections, in dangerous areas, or at a dead end. He noted that the
24 approximate cost is \$28 per month, but it could cost more.
25

26 The Selectboard discussed the matter briefly. Mr. Fisher stated that his request is to put a streetlight on
27 the electric pole outside his house. He said the street is much more active than it was eight years ago.
28 He said it is a country road and becomes very dark at night. Mr. Fisher said he is concerned with safety
29 and security issues. He noted he has read about increases in break-ins. He said a little lighting goes a
30 long way. Mr. Fisher stated that there typically is not a lot of police presence on that road; although he
31 has noticed an increase lately.
32

33 Mr. Nulty stated that the Town has asked the State Police to spread their attention around the Town
34 more widely. Mr. Fisher said he appreciates that. He stated that he often hears people outside late at
35 night. Mr. Fisher said it is from those perspectives that he has requested a streetlight to add security and
36 to add piece of mind. He said he sent an email to his neighbors and he has gotten a positive response.
37 Mr. Fisher stated that he doesn't think it is very expensive. He said he called Vermont Electric Co-op
38 and they told him it would be approximately \$13.50 a month for electricity.
39

40 Mr. Nulty stated it is a rural community and he understands the concerns. He noted that Mr. Fisher
41 could, individually or with his neighbors, put up his own light. He noted that many people do. Ms.
42 McMains noted that there is a zoning ordinance for lighting. Mr. Nulty noted that he is sympathetic
43 with the concerns, but the Town would not install one.
44

45 Ms. Mercer said Mr. Fisher's estimate of the cost is low. Mr. Odit said the Co-op told him the cost
46 would be \$28 per month. Ms. Mercer stated that she lives on a dirt road that has a streetlight that shines

on her property and she feels it's a nuisance. She noted that she is concerned about energy usage. She said the Jericho Energy Task Force is trying to reduce the footprint of the Town and using a streetlight to slow traffic might not be most efficient way to do so.

Mr. Fisher noted that traffic is only one of the issues. He said there have been requests from other neighbors to lower speed limits. Ms. McMains stated the Town Administrator is busy with the Streetscape Project, but the Town is looking at all Town roads with the intention of having a cohesive ordinance for roads and bridges. She said it will be addressed later in year. She said as important as the streetlight would be for you, it would set a precedent.

Mr. Nulty stated that speed is an issue on lots of roads and there is a process to request a change in speed on a Town road. He noted that there are a number of speed limits throughout the Town and they will address all the issues as a whole to have more consistency.

Mr. Fisher stated that streetlights do deter crime and other activities. He said he understands the Town's perspective. Dr. Nelson said his wife was the person who requested a lower speed limit on Plains Road. He said they were told about the traffic study. He asked if there will be public input on the changes the Town will be making relating to roads and other issues. The Selectboard said there will be opportunities for public comment. Mr. Nulty said they are not forbidding any changes, but want to make a structured, orderly plan to do so.

Dr. Nelson mentioned paving and the Selectboard discussed the matter. Mr. Nulty discussed other roads in Town with similar problems. He said there are varying views and they intend to look at it from a professional perspective, weighing the costs and benefits in each case.

On a motion by Mr. Nulty, seconded by Ms. McMains, the Selectboard unanimously **denied the request for a streetlight on Plains Road.**

3. CSWD Trash Franchise Discussion – Bert Lindholm, Tom Moreau.

Mr. Lindholm appeared as Jericho's Chittenden Solid Waste District (CSWD) representative. He said he is concerned about the CSWD study that may change the way trash is collected and how that might impact a Jericho family business. He stated that Jericho is still made responsible for its own trash. Mr. Lindholm stated that his concern is franchising. He noted that the Tourville family, residents of Jericho, have a small trash hauling business and do a good business. He discussed changes the district has made relating to trash and how they have impacted the small and large businesses. Mr. Lindholm said he wanted to make the Selectboard aware of his concerns and noted that when it comes to a vote he will come back for guidance.

Mr. Moreau, General Manager of CSWD, stated they are always looking to make things more efficient and effective. He said CSWD has hired firms to look for economic and environmental savings for handling trash. He said they are trying to determine what the options are. Mr. Moreau noted that Westford has the cheapest and most effective garbage rates in Chittenden County. He said they have one hauler and the most unpaved roads in the county.

Mr. Moreau said CSWD is not trying to prescribe what the future will be, but they are trying to find the information for the CSWD Board and for the Town Selectboards. He stated that if franchising is the

94 solution, they will determine how to franchise and protect the other haulers, such as the Tourville's, All
95 Cycle, etc. He said he expects the study phases to start coming in during July.

96
97 Mr. Lindholm said that decisions will need to be made and he is concerned about the Tourville's. He
98 said that franchising can save money, but you may give up freedom of choice. Mr. Moreau said they
99 will get information, so everyone can make an informed decision. He gave an example of how
100 franchising can be done to make sure there is no taking of market share for a certain number of years.
101 Mr. Moreau stated they don't know where the study is going because the first draft report is not in yet.
102 He said the study will look at: what we have now (how many haulers, routes, miles, and the
103 environmental impact); what impact there would be if we went chose to franchise; and the drawbacks
104 and benefits of the various options. He discussed the decision to enter into recycling 20 years ago and
105 the potential for a similar program with organics.

106
107 Mr. Nulty asked if organics are wrapped in with franchising. Mr. Moreau said only because it would
108 make it more efficient. He said he should be back with more information between July and December
109 of this year, but there is no firm deadline.

110
111 Mr. Lindholm said the Selectboard should investigate with the Tourville's how they operate today and
112 how they might in the future. He said most meetings are business or financial decisions, but he is
113 looking for Selectboard and Town input when this concept comes forward.

114
115 Ms. McMains said this can be very effective and discussed how it worked in a neighborhood in New
116 York where she lived. Mr. Moreau discussed other options CSWD is considering at the request of some
117 of the communities in the district. He said they are not trying to step on the private sector with their
118 initiatives.

119
120 Mr. Lindholm discussed the niche that the Tourville's business serves in Jericho. Mr. Nulty requested
121 the Selectboard's permission to discuss this matter further with those involved and they approved.

122
123 Mr. Villeneuve asked about other haulers in the area and said they should not leave someone out of the
124 discussions. Mr. Nulty agreed. Mr. Moreau stated CSWD has contacted every hauler about this study
125 and they are on the committee.

126
127 Ms. Mercer said she works with the transportation research center at the University. She discussed
128 transportation studies and greenhouse gas emissions. She stated she is in favor of lowering emissions
129 and the number of trips through collaboration and route optimization. Mr. Nulty said without reducing
130 the number of haulers. The Selectboard thanked Mr. Lindholm and Mr. Moreau for the information.

131 132 **4. CSWD Clean Up Fund – Michelle Morris.**

133
134 Ms. Morris said she works at CSWD, but is here as a resident of Jericho. She noted that she lives on
135 Plains Road and she is not in favor of a streetlight or paving the road. Ms. Morris said there is a
136 property on Plains Road where garbage is mounting and the home appears to be uninhabited. She said
137 the windows are bowing and there is a vehicle full of trash in the yard. She became aware of the clean-
138 up fund that is available to alleviate situations of illegal dumping. She contacted the enforcement
139 coordinator, who contacted Bert Lindholm, who then contacted Todd Odit. Ms. Morris said the first
140 step is to identify the owner of the property.

Mr. Lindholm said Jericho provides money each year and currently there is \$3,000 available for trash clean up. The Selectboard discussed how the fund works and what the next step might be. Mr. Moreau stated that all CSWD does is provide the money. Ms. Morris discussed what she has observed relating to this property. Mr. Moreau discussed other situations where the fund money has been used.

Mr. Lindholm said it is a situation in Town that needs to be addressed. Ms. Morris said it could become a water quality or a public health issue. The Selectboard said they will look into the matter.

5. Request for Highway Crew Help at Jericho Center Cemetery – Bert Lindholm.

Mr. Lindholm distributed a map of the cemetery and pointed out some locations on map. He stated that seven or eight years ago the cemetery bought 3 acres and they now have 8.5 acres. He said they are running out of space. Mr. Lindholm said they want to build a gravel road because, with large burials, traffic becomes problem. He discussed an arrangement the cemetery has with a neighbor to haul gravel and spread it in the cemetery. He said once the area is prepared, the Town Highway Department brings in some ¾" plant mix, which the cemetery purchases from the Town, and the crew spreads and levels it. Mr. Lindholm asked for the Selectboard's approval to continue the project in the same manner.

The Selectboard discussed with Mr. Lindholm equipment training that has been conducted in the past. The Selectboard discussed with Mr. Barkyoubm the work do be done in the cemetery.

On a motion by Mr. Nulty, seconded by Ms. McMains, the Selectboard unanimously approved the request for Jericho Highway Department to help at the Jericho Center Cemetery.

6. Request to Purchase New Highway Truck – Kenny Barkyoubm.

Mr. Barkyoubm said the truck they were thinking about purchasing would take the place of the current truck, which is four years old. He said in order to get the existing truck and plow ready for the next winter, it is estimated to cost \$5,000. He said the money would be better spent on a new vehicle.

The Selectboard and Mr. Barkyoubm discussed the costs involved to purchase a new truck and plow and the trade in value of the existing truck today versus next year. Mr. Barkyoubm said if other repairs become necessary, it will be much more expensive.

Mr. Nulty said he thought trading in a truck with 60,000 miles on it was needless. Mr. Barkyoubm said it normally is, but the highway trucks are worked hard. Ms. Mercer pointed out that new vehicles get better gas mileage. Ms. McMains noted that we don't want to have a small plow that doesn't work when it is needed.

Ms. Mercer asked where the equipment fund was in the budget and Mr. Odit stated it is under highway on page 5. The Selectboard and Mr. Odit discussed the budget, the vehicle replacement schedule, and how long they would keep the new truck, if purchased.

Mr. Villeneuve stated he can reinforce what Mr. Barkyoubm has said. He discussed owning vehicles and the fact that one ton plow trucks are not built like larger trucks. He said it is wise replace the truck at this time.

On a **motion** by Mr. Nulty, seconded by Ms. McMains, the Selectboard unanimously **approved the request to purchase a new highway truck.**

7. School Impact Fee Waiver Request.

Mr. Odit said a resident had come in to obtain a permit for one bedroom addition on their house. He stated they are required to pay the difference between a three bedroom and a four bedroom home. Mr. Odit said the cost is approximately \$2,300. He said there is a provision in the ordinance for the resident to request a waiver. Mr. Odit stated that the ordinance requires a scheduled hearing, with the affected school district and residents notified. He said the hearing could be scheduled for the next Selectboard meeting on June 17, 2010.

Mr. Nulty asked who sets the fee and Mr. Odit said the fee is based on a study. He said the fees are collected by the Town and given to the school. Mr. Odit said the study was updated in 1990 and 1994, but has not been updated since. Ms. Mercer asked if this is the first time this has come up and Mr. Odit said it is, as far as he knows.

Ms. McMains stated that many Towns do not have educational impact fees. Mr. Odit discussed how Essex phased out theirs recently.

On a **motion** by Ms. McMains, seconded by Ms. Mercer, the Selectboard unanimously **scheduled a hearing on the school impact fee waiver request for June 17, 2010.**

8. Acceptance of O'Brien Fay South Development Easement.

Mr. Odit said this is a formality, similar to the development on Tarbox Road. On a **motion** by Mr. Nulty, seconded by Ms. McMains, the Selectboard unanimously **accepted the O'Brien Fay South Development Easement and authorized the Town Administrator to sign the related documents.**

The Selectboard discussed easement standards and other DRB requirements.

9. Approve Recreation Program Counselor.

Mr. Odit stated this is to replace a counselor who backed out. On a **motion** by Mr. Nulty, seconded by Ms. McMains, the Selectboard **approved the hiring of the Summer Recreation Program Counselor recommended by the Summer Recreation Camp Director.**

10. Approval of 5/6/10 and 5/20/10 minutes.

On a **motion** by Mr. Nulty, seconded by Ms. Mercer, the Selectboard **approved the minutes from May 6, 2010** as amended (Ms. McMains abstained). On a **motion** by Mr. Nulty, seconded by Ms. McMains, the Selectboard unanimously **approved the minutes from May 20, 2010** as presented.

11. Follow up discussion on Dickenson Street issue.

234 Ms. Mercer said Dickenson Street has been one-way since 2002. She said the idea is fairly well
235 supported to look at and follow through on a two-way traffic change. She stated there are various
236 suggestions on how to correct the traffic problem in a 2007 study. Ms. Mercer said that Mr. Villeneuve
237 brought a potential solution to the joint meeting held in May and that the problems are the funding and
238 the time table.
239
240 Mr. Nulty said returning Dickenson Street to two-way traffic may alleviate the bottle-necking of traffic
241 coming off River Road and onto Route 15. He said the potential development of the Villeneuve
242 property is driving the timeframe to make the changes, stating that Act 250 will not approve a pending
243 permit related to the development until a there is a credible plan to alleviate the traffic problem.
244
245 Mr. Nulty said that neither the Town nor Mr. Villeneuve wants to see the Rehab Gym leave, so we need
246 to find a way to fix the problem. He said the key is money. Mr. Nulty said he talked with a municipal
247 attorney and there might be a mechanism to allow tax incremental financing. He said it is the concept of
248 paying for new infrastructure with the new tax money generated from the new properties in the
249 development.
250
251 Mr. Nulty said the big question is the timing. He said a special business assessment (SBA) district could
252 not be done before August, so the question is if the Act 250 Commission will accept assurances that an
253 SBA will be made and the new taxes will be ear-marked to pay for this road. He said that Peter Keibel
254 said that the Commission would probably consider that a reasonable proposition.
255
256 Ms. McMains stated that the Town does not want to commit to specific plan because the traffic study is
257 not done yet. Mr. Nulty said we need to show Act 250 that we have a plan. The Selectboard discussed
258 timing and the other financing options available. Ms. Mercer said she would like to meet with the
259 municipal finance lawyer.
260
261 Mr. Nulty said it is in the Town's interest to see this property developed in a responsible way. He said
262 there will be public infrastructure to be built and we need to have a mechanism to handle it. Mr. Nulty
263 discussed how an SBA district works and the benefits of such an arrangement.
264
265 Mr. Nulty said Act 250 wants to see that the Town is serious about doing something and that there is a
266 realistic plan to pay for it. He said the Dickenson Street issue has been around for a while and now there
267 is a reason to do something, as it is in the Town's best interest to see this property developed.
268
269 Ms. McMains asked if there is another mechanism that Act 250 would accept, other than Dickenson
270 Street and Mr. Nulty said there might be. Ms. Mercer asked if traffic could enter the new business from
271 Route 15 and Mr. Nulty said it could not because it is too close to the junction of Park Street. Mr. Nulty
272 said the congestion is at Route 15 now and Dickenson Street would split the congestion, so it would not
273 all be coming out by Jolley's.
274
275 Ms. McMains said that Seth suggested to make it known that we are in the process of applying to be
276 designated a Village Center District and discussed the impact that would have on the road ratings. Mr.
277 Nulty said it is not a given that they will accept Dickenson Street as a solution.
278
279 Ms. Mercer asked Mr. Odit for his input. Mr. Odit said Mr. Nulty summarized the situation well. He
280 said Mr. Keibel previewed the application and discussed the problem of taking a left from River Road

281 onto Route 15. He discussed the proposal Mr. Villeneuve presented related to changes in Dickenson
 282 Street and other options available. He said the study will provide more information and discussed when
 283 a traffic signal might be warranted. He said a longer term design solution is in the works, but would
 284 probably be in the 3-5 year timeframe for construction.

285

286 Mr. Nulty said the first step will be to get it figured out with the Act 250 Commission. He said a letter
 287 will be needed to indicate support for the Villeneuve application and show that the Town is committed
 288 to see something get done with Dickenson Street.

289

290 Mr. Booth said he lives on Route 15 near Dickenson Street. He said he is new to the discussions, but it
 291 seems like there are two timelines: one that is shorter, relative to the Rehab Gym and Mr. Villeneuve's
 292 application; and one that is bigger, the whole triangle. He said that we need to think long term about
 293 solutions, so changes don't have to be redone in a couple of years.

294

295 Mr. Nulty discussed the history of area. Mr. Booth clarified that this project needs intersection to be
 296 fixed. Mr. Nulty said the Rehab Gym project needs to start in August. Mr. Booth asked if a
 297 conversation has occurred about a traffic light at the intersection. Mr. Nulty said that is a State decision.
 298 Ms. Mercer asked if anyone has pursued the matter and Mr. Nulty said it is based on certain standards.

299

300 Mr. Booth said he deals with the traffic every day and it is a mess. He discussed having a light that
 301 blinks when it is not high traffic. Mr. Nulty said the Town would do that if we could. Mr. Booth
 302 suggested speaking to the representatives about the matter. He said there appears to be a lot of foot
 303 traffic ideas for an area with commercial development. He discussed why Dickenson Street became
 304 one-way and whether changing it back will solve the problem.

305

306 The Selectboard noted they are trying to keep the plan open and see what the MPO suggests after the
 307 study is done. Mr. Odit said the study includes counts and the State will only consider a traffic light if
 308 certain numbers are met. Mr. Nulty discussed the traffic light at the intersection of Route 117 and Route
 309 2, near the interstate.

310

311 Mr. Villeneuve discussed some more history relating to Dickenson Street and previous traffic studies.
 312 He said each of the studies show that the main traffic should not go by school. He clarified that his
 313 development is called the Sawmill Planned Unit Development.

314

315 Mr. Villeneuve said they will not get a permit unless we can solve the problem. He said they are
 316 looking for what we will be willing to do to fix that intersection and it doesn't have to be done now. Ms.
 317 Mercer said the plan submitted looks like the RFG plan and it made sense. The Selectboard discussed
 318 what the process should be and what the next step would be. Mr. Nulty said the Commission is looking
 319 for a credible commitment of what we are willing to do, by when and how it will be funded.

320

321 **12. Other Business.**

322

323 Mr. Odit said the State Police dropped off a new contract for the next fiscal year and it is within the
 324 budgeted amount. Mr. Nulty said he liked the comment that people are noticing the police presence.

325

326 On a **motion** by Ms. McMains, seconded by Mr. Nulty, the Selectboard **approved the State Police**
 327 **contract.**

328
329 Mr. Odit said Marjorie Hunt was in recently for an approval for a change in the hammerhead
330 turnaround. He said she went to the DRB and has requested that the fees be waived. The Selectboard
331 discussed the policy for waiving fees.
332
333 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, the Selectboard **rejected the request for a fee**
334 **waiver.**
335
336 On a **motion** by Mr. Nulty, seconded by Ms. McMain, the Selectboard **entered Executive Session at**
337 **9:23 p.m.**
338
339 On a **motion** by Ms. Mercer seconded by Mr. Nulty, the Selectboard **exited executive session at**
340 **10:37 p.m.**
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342 On a **motion** by Mr. Nulty seconded by Ms. McMains, the selectboard adjourned at 10:37 p.m.
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344 Approved this 1st day of July, 2010
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348 _____
Kimberly Mercer, Chair

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3 **Selectboard Meeting**
4 **June 17, 2010 at 7:00 p.m.**
5 **Jericho Town Hall, 67 Vermont Route 15**
6

7 **Members present:** Catherine McMains (Acting Chair), Kim Mercer

8
9 **Others present:** Todd Odit (Town Administrator), Amy Richardson (Secretary), Steve Burke, Laura
10 Nassau, Bret Dale, Karen Glitman, Matt Douglas, Dory Barton, Evan Fitzgerald
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12 Meeting called to order by Ms. McMains at 7:04 p.m.
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14 **1. Public comment.**
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16 There were no public comments.
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18 **2. First Class Liquor License Request.**
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20 Mr. Odit said this is a new request from Four Aces Hospitality, The Village Cup. Mr. Burke said he has
21 attended a seminar, but not all the employees have.
22

23 On a **motion** by Ms. Mercer, seconded by Ms. McMains, the Selectboard unanimously **approved the**
24 **request for a First Class Liquor License and Outside Consumption Permit for Four Aces**
25 **Hospitality, subject to the seminar dates and the hours being entered on the application.**
26

27 **3. School Impact Fee Waiver Hearing.**
28

29 Ms. Nassau, the Business Manager from Jericho Elementary School explained that there are two points
30 regarding the request: 1) the loss of revenue, stating that the concept of the impact fee was to dampen
31 growth, but at this time we are not in a growth period; and 2) the potential with an added bedroom is an
32 added student and another student has the effect of reducing taxes also. She said this is informational
33 and the school has no problem with it. Ms. Nassau said it has been a long time since the fee structure
34 updated and Richmond is the only other town in this district that assesses these fees. She said most have
35 eliminated the incremental fee on additions.
36

37 Ms. McMains said based on the information, we are the only ones with a substantial fee for an addition.
38 She stated that based on the school report, the trend is declining population. Ms. Mercer asked what the
39 source of the spreadsheet was and Mr. Dale said he created it by calling the various school districts for
40 the information. Ms. Mercer asked when the last time was that the fee has been charged. Mr. Odit said
41 the last study was done in 1994. Ms. Mercer asked for information about the last fee charged for an
42 addition. Mr. Odit and Seth discussed when fees are charged and said they could gather more specific
43 information about fees and additions.

The Selectboard discussed how to proceed and Mr. Odit stated Mr. Dale has paid the fee in order to move the project forward, so if it is waived the Town would issue a refund. The Selectboard discussed the fees and how they are set, noting that many towns have phased this type of fee out. Mr. Odit discussed how the studies are updated by the school, in coordination with the Town.

Ms. Nassau discussed the impact the fee has on the tax rate and asked what percentage of fees are from additions. Mr. Jensen discussed how the percentages fluctuate when a lot of new homes are being built versus when people are renovating existing homes, which goes in cycles. The Selectboard requested further information to determine the impact of phasing out the fees.

On a motion by Ms. Mercer, seconded by Ms. McMains, the Selectboard unanimously waived the school impact fee as requested. The Selectboard suggested a study to review the Town's impact fee structure.

4. Proposed FY11 Paving Projects.

Mr. Odit said the Road Commissioner is getting ready to plan this year's paving projects. He referred to information provided to the Selectboard regarding roads that need paving and discussed which roads should be done this year. Mr. Odit discussed how the projects would be funded and estimates the projects to cost \$237,000. He explained the cost would depend on the per ton price for asphalt and said they would adjust the number of projects to keep the price close to the estimate. Mr. Odit discussed the price range, stating the lowest cost last year was \$73/ton and the highest he has seen was \$90/ton. He noted the Town did not get any paving grants this year, although we did apply.

The Selectboard discussed various roads on the list and the various ways to pave the roads. Ms. McMains asked how the road paving projects fit into the capital budget and Mr. Odit said it needs to be updated and will be incorporated into the capital budget. The Selectboard agreed to move forward and get bids for the paving projects, discussing the condition of our roads and the importance of maintaining them.

5. Browns River Corridor Management Plan Presentation.

Ms. Barton and Mr. Fitzgerald introduced themselves. Ms. Barton said both of their companies have been working on assessments and were asked to come in to discuss them. She said they have gathered a lot of data, working in the streams, and have put together corridor plans. Ms. Barton said they have tried to make the plan useful and easy to utilize at a Town level.

Ms. McMains asked if the idea is to protect the streams from erosion. Ms. Barton explained that they have spent many years collecting data, identifying problems, and identifying projects, some of which relate to erosion. She noted that Jericho is ahead of many other towns regarding protecting its water resources. She discussed some of the projects that were identified in the study.

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Mr. Fitzgerald discussed the various aspects of the watershed, including: reach, main, and tributaries. Ms. Barton explained how to read the plan using the maps and tables. Ms. Barton clarified that this was not a water quality assessment and they did not look at practices. She noted they did identify farms and buffers, they assessed habitats, and they identified impairments.

Mr. Fitzgerald discussed collecting the physical data and the meandering form of the river. He discussed how much area a river would need to maintain and redevelop, stating that Jericho is forward thinking in protecting where the river would move. He showed a map created by using historical photos and adjust using known points.

Ms. Barton recommended corridor conservation in a certain area because there are so many other areas where there are developments, or other reasons the river cannot do its thing without jeopardizing homes or other investments. She explained that corridor conservations can be easements held by nonprofit organizations. Ms. Barton explained the easements, which allow the river to do its thing without actively trying to contain it.

The Selectboard discussed what to do with the information and Ms. Barton discussed various funding sources and partnerships that might be helpful to the Town. Mr. Fitzgerald also recommended some organizations that would provide assistance on how to make the best use of the information.

Mr. Odit mentioned that some of the information will dovetail with the All Hazard Mitigation Plan and there is FEMA money available. Mr. Fitzgerald noted some other partners and stated the other towns in the watershed will be trying to work with the same information.

Ms. Mercer asked about invasives. Ms. Barton said they were identified, but there is some data collected now that was not collected historically. She said it was noted on the maps where the information was available. The Selectboard discussed some of the invasives in the study and the best ways to get rid of them.

6. Skunk Hollow Road Safety Complaint.

Mr. Douglas stated he lives on the dirt section of Skunk Hollow Road. He said he is advocating for improvement of the road surface for the safety of the residents on the road. Mr. Douglas said he has reported seven accidents in the last six months. He said there are probably others that he is not aware of and discussed how much the road is used every day.

Mr. Douglas discussed how people drive on the road and said there have been five accidents in his front yard alone. He said the road surface condition is causing people to lose control and crash. He discussed some of the accidents. The Selectboard discussed guard rails and what may have changed in the road surface to cause such an increase in accidents.

Mr. Odit discussed the road upgrade that was done a few years ago. He noted the last two accidents occurred shortly after the road was graded. Mr. Douglas showed photos of the road from various angles and discussed some of the accidents, noting that not all of them are reported to the police.

The Selectboard discussed the impact of unreported accidents. They also discussed the issue of paving the section of the road and the impact two different surfaces are having on the Town equipment. Other gravel roads with similar issues were discussed.

The Selectboard discussed short term solutions. Mr. Odit stated a corner sign was put up, but the curve is not sharp. Mr. Odit said a guard rail could be put in, but is not where one would typically be. Mr. Douglas said the road is used by commuters every day and that safety is a big issue. The Selectboard discussed guard rails further. Mr. Odit said it would keep people from going off the road, but it would not keep them from losing control.

Mr. Douglas restated his concerns of safety and said he is advocating for the Town to look at the condition of the road surface. The Selectboard discussed implementing a short term fix and pursuing discussions about a longer term fix in the future.

7. Personnel Policy Amendment.

Mr. Odit said some changes were implemented shortly after he arrived. He said that limiting how much time people can carry forward impacts some and not others, so he would recommend getting rid of the limitation on how much time can be carried forward through fiscal years and limit how much employees can cash in when they leave employment. The Selectboard discussed the amounts accrued, the timing, and the possibility of changing to accrual. Mr. Odit said there is a need for a more comprehensive overhaul of personnel policies.

On a motion by Ms. Mercer, seconded by Ms. McMains, the Selectboard unanimously accepted the Personnel Policy amendment and agreed to discuss further at a later time.

8. Approval of Energy Grant Contract.

Mr. Odit said the Town took the lead on a grant for the libraries with Richmond and Huntington. He said the contract has been amended to have the other Town's sign. He said a Memorandum of Understanding has been drafted to ensure cooperation in meeting the reporting requirements.

On a motion by Ms. Mercer, seconded by Ms. McMains, the Selectboard unanimously approved the CCRPC Energy Grant Contract and authorized the Town Administrator to sign the documents.

9. Approval of 6/3/10 minutes.

The Selectboard tabled approval of the 6/3/10 minutes to the next meeting.

10. Other Business.

Ms. McMains stated the Energy Task Force would like the Underhill and Jericho Selectboards to view a presentation, so the towns could start thinking about becoming a district for energy. The Selectboard discussed the background and what is involved in setting up a district. They also discussed the pros and cons of such a venture. Mr. Odit agreed to arrange a joint meeting with the Underhill Selectboard.

The Selectboard discussed transportation studies that have recently been conducted in the area. Ms. McMains asked if the Health Officer has followed up on the issue on Plains Road and Mr. Odit reported they have not.

Ms. Mercer asked for periodic reports or updates on the Streetscape Project. Mr. Odit discussed the current status, stating the sidewalks are nearly complete. He stated the last section, from Lawrence Heights to the bridge will require a retaining wall and will not be completed for a few weeks. Mr. Odit said the lighting will be installed beginning the first week in July.

The Selectboard discussed lighting and crosswalks relating to the project. Ms. Mercer asked about the pedestrian bridge replacement. Mr. Odit said it is the State's responsibility, but the Town is doing some of the leg work to get the project moving ahead. He said the preliminary design should be done soon, and then we can get the necessary easements. He discussed the possible replacement schedule and funding. Ms. McMains asked if the Streetscape Project is on budget and Mr. Odit said it should come in slightly under the bid price if no significant issues come up during the final phase. He noted there have been some issues with traffic control and he had met with the contractors to make sure they will handle it appropriately.

On a motion by Ms. McMains, seconded by Ms. Mercer, the Selectboard entered Executive Session at 9:03 p.m.

On a motion by Ms. Mercer seconded by Ms. McMains, the Selectboard exited executive session at 9:58 pm.

On a motion by Ms. Mercer seconded by Catherine McMains, the Selectboard approved bonuses for full time employees working 20 or more hours a week, salary adjustments for the financial coordinator, planning and development coordinator, and personnel assistant, and a raise for the town administrator.

On a motion by Ms. McMains seconded by Ms. Mercer, the Selectboard appointed Seth Jensen as the Zoning Administrator.

On a motion by Ms. McMains seconded by Ms. Mercer, the Selectboard approved the advertising of the Zoning Administrator and Chief Lister position.

On a motion by Ms. McMains seconded by Ms. Mercer, the Selectboard adjourned the meeting at 10:00 pm.

Approved this 1st day of July, 2010

Kimberly Mercer, Chair

Selectboard Meeting
July 1, 2010 at 7:00 p.m.
Jericho Town Hall, 67 Vermont Route 15

Members present: Kim Mercer (Chair), Catherine McMains, Tim Nulty

Others present: Todd Odit (Town Administrator), Seth Jensen, Newt Scatchard, Heather Furman, Norma Blades, Terence Hook, Jessica Alexander, Debbie Rackliff, Dave Tillotson, Larry Mollo

Meeting called to order by Ms. Mercer at 7:04 p.m.

1. Public comment.

Ms. Furman from the Mobbs Committee appealed to the Selectboard to focus their time and energy on the situation at Mobbs Farm relating to parking. She said it has been five years since the Browns Trace parking lot went in and has been two years since the Development Review Board approved the destination as passive recreation. Ms. Furman said the Mobbs Farm Committee has worked with the neighbors to find a solution that will work, since they were unable to meet the condition from the DRB approval. Ms. Furman said she believes they have now reached an agreement.

Mr. Nulty stated he thought we had already reached an agreement on that. Ms. Furman said they did, but are unsure how to proceed, through a DRB amendment or whether the Town should do an entire application. She said an amendment is preferable to the committee. Ms. Furman said there was recently a closure of some highly used trails in Essex, which has placed additional stress on the parking situation at Mobbs Farm.

Mr. Odit said the location issue has been resolved, but the issue now is getting approval from the DRB and finding a way to pay for it. He said we should probably talk with Seth, Kenny, and the Town Engineer about it. The Selectboard, Mr. Odit, and Ms. Furman discussed the history, the issue surrounding an existing gate, and how to move the project further.

Ms. Mercer asked if the parking lot was not usable. Ms. Furman said it is not because they were unable to meet the conditions of approval set by the DRB. She said it has been essentially closed for two years. Ms. McMains asked if the parking lot is removed, if the committee will move forward with the landscaping plans. Ms. Furman said she doubted it would, if the alternative location is approved.

Mr. Jensen said for there to be a DRB hearing, there needs to be a formal application and it seems that it should come from the Town. Mr. Nulty said there was a formal application that was approved and the conditions could not be met. Mr. Jensen said there is conditional approval and a site plan amendment is needed. He explained the application deadlines to meet the DRB hearing dates in August.

Mr. Jensen said that in conjunction with a DRB application, there are fees, unless the Selectboard chooses to waive the fees. **On a motion by Mr. Nulty, seconded by Ms. McMains, the Selectboard unanimously approved waiving the fees associated with the DRB application.**

2. Delinquent Dog Issue.

Ms. Alexander said there are 59 delinquent dog licenses currently, which are down from 217. She said they sent out notices to the 166 owners of the 217 dogs, which is why the number is reduced. Ms. Alexander stated that some of these owners have come in the office for other things and have been reminded. She said a number of the dogs are overdue for the rabies vaccine, which is usually the issue, and a big worry that the rabies vaccine is not current.

Ms. Alexander said she is providing the information to the Selectboard at this time and discussed how these have been handled previously. Mr. Odit said we may want to send the second letter now, as opposed to making phone calls, as it might be more cost effective.

Ms. Alexander noted there are also 13 dogs that have never been registered and the owners received letters as a result of the 2010 Census. She said the six individual letters in the Selectboard packets are for the remaining dogs that have yet to be registered and that the Town has no rabies information on at all. Ms. Alexander recommended the Animal Control Officer make a visit to these owners. The Selectboard discussed with Ms. Alexander some history, how other Towns handle these situations, and some options for handling in the future.

The Selectboard noted that the main issue is public safety. Mr. Nulty asked Mr. Odit to provide the Selectboard with some possible actions to take related to this matter at the next meeting.

On a motion by Ms. McMains, seconded by Ms. Mercer, the Selectboard unanimously agreed to send a follow up letter to the delinquent dog owners with a sample warrant warning, including a 15 day deadline for response.

3. Land Records.

Ms. Alexander stated that her goal is to move to an electronic land records system for December 31, 2010. She received a formal quote from one company last December and she prefers this company because they have a greater ability to sort the data entered. Ms. Alexander said the current system is an index only and does not have electronic images of the documents, whereas the new system would tie an image to the index. She said people searching the records would be able to access the information without getting out the physical land records, which will save on wear and tear.

Ms. Alexander noted that this company has a long standing history in land records. She discussed what other vendors have to offer and their limitations. She asked if she needed to get quotes from other companies. Mr. Nulty said it would be good to have. Mr. Odit said it should be documented. Mr. Nulty said we don't have to take the lowest quote if it is not what is best for the Town, but the quotes and

justification of which system will be the best should be documented. Ms. Alexander said in the end the Selectboard should sign the contract because they are spending the money.

Ms. Mercer asked if every document will need to be scanned. Ms. Alexander explained that from January forward everything will have to be scanned. She noted they already have some documents that were scanned to produce microfilm and that can be used to create the image. Ms. Alexander said there is a gap from 2003 to 2010 that has not been microfilmed to avoid duplication of effort because this project was in the works.

Ms. Alexander explained how the scanning and conversion will likely occur. Ms. Mercer asked for an approximate cost of the project. Ms. Alexander said the contracts are either a monthly or a per document fee, based on the amount of documents that come in and is Town specific. She said for Jericho it is \$6.50 per document and we receive \$10 per page for a recording fee. Ms. Alexander said \$4 of the recording fee is currently being allocated to the Preservation Fund, which will pay for the project.

4. Extension of the Appraisal Contract.

Mr. Odit said the Selectboard signed an appraisal contract last year for appraisal and assessment services in the Lister's office. He stated the contract expired June 30, 2010. Mr. Odit said, based on previous discussions, we are looking at possible reorganization of the office. He said he spoke with the representative at Vermont Appraisal Company and they have agreed to give us a three month extension to allow the Town some time to look at the reorganization. The extension would be through September 30, 2010 and we would need to notify them by September 1st if we want to extend beyond that.

On a motion by Mr. Nulty, seconded by Ms. McMains, the Selectboard unanimously approved the extension of the contract with Vermont Appraisal Company for three months.

5. Vermont Municipal Employees Retirement System Employer Trustee Nominee.

Mr. Odit said that as a result of a change in the law this past year, the Selectboard has one vote to choose the employer's representative to the Retirement System Board. He said three candidates have been presented. The Selectboard discussed the candidates.

On a motion by Mr. Nulty, seconded by Ms. McMains, the Selectboard unanimously agreed to cast their vote for Steven Jeffrey as Jericho's representative.

6. Burn Permits Discussion.

Mr. Nulty suggested that the discussion be confined to policy and process issues. He said, given a recent incident, neither the policies nor procedures are adequate. He said both need to be re-examined. Mr. Nulty clarified that policy means ordinance and procedures means who can issue the permits and who will police them. He further clarified that policing has two components: 1) determining whether a particular burn is being conducted in compliance with the ordinance; and 2) if it is not, doing whatever is authorized to address it.

Ms. Mercer said the Town has an ordinance which prohibits the burning of trash and the Town has a policy, but it lacks any rules or regulations. The Selectboard discussed the matter and the ordinance was

134 repealed, so there is currently no ordinance. Ms. McMains said population growth and air quality issues
135 have brought this to the forefront in other towns. Mr. Nulty recommended that the Selectboard starts a
136 formal process of drafting and adopting a proper ordinance. The Selectboard asked Mr. Odit to draft a
137 timeline and identify tasks to address this matter.

138
139 The Selectboard discussed some other options, such as a monthly drop off or pick up of materials. Mr.
140 Scatchard discussed some situations that were of concern, particularly the burning of pine needles and a
141 burn that went on for many days, setting off his smoke detectors in the middle of the night.

142
143 Ms. Blades commented that the parking lot for Mobbs Farm should be away from the Town equipment.
144 Mr. Nulty explained where the parking lot might be located and said they would work with Kenny to
145 make sure that it is away from the equipment. Mr. Nulty and Mr. Odit said they would need to educate
146 and use signage to ensure the parking lot is clearly marked.

147
148 Mr. Tillotson said he has been the Town Fire Warden for over 25 years. He said there is a process in
149 place regarding burn permits from the State which sets out what can be burned and how. Mr. Tillotson
150 stated that they issue 150-200 permits each year. He addressed a specific burn issue that occurred in
151 June, when he was notified of the issue, and the actions he took to address the situation. He said the
152 system is not perfect and discussed some of the changes made to the process.

153
154 Ms. Mercer asked Mr. Tillotson for his thoughts regarding creating an ordinance to address the issue.
155 Mr. Tillotson said State law says specifically what can be burned. He said it allows the Fire Warden to
156 call the fire department to put out a fire, if necessary. Mr. Tillotson said any issues in the past had been
157 resolved by talking with the landowner and he had not had to call the fire department.

158
159 The Selectboard discussed responsibility and lines of communication relating to burn permits. Mr.
160 Nulty said the systems in place have worked for a long time, but they did not work in this instance. He
161 said it behooves us to look at the systems in place and make changes where necessary. Mr. Nulty
162 explained that the permits used to be merely a record of who was burning and where, rather than an
163 enforcement mechanism. He said as we become more densely populated, other issues arrive and we
164 need to look forward and see how best to address them.

165
166 Ms. Mercer said she was aware of a similar situation occurred a couple of years ago and as she looked
167 back through the Selectboard minutes, it seems that this type of thing comes up every year or two. Mr.
168 Nulty and Ms. McMains said this was the first time an issue of this type has risen to this level since they
169 have been on the Selectboard.

170
171 Mr. Tillotson discussed his experiences over the years. He said he thought that the full time person at
172 the fire department was going to handle burn permits during the day, so that he could investigate any
173 issues that come up. The Selectboard discussed the two separate issues of issuing the permits and
174 enforcing the permits. They discussed the difference between a Burn Ordinance and a Burn Policy.

175
176 Mr. Nulty said they have discussed with Randy Clark the possibility of having the fire department's
177 employee take part in the permit process. He said this is becoming a bigger issue now that housing is
178 closer together. Mr. Tillotson stated that the Town may want to consider not allowing burning due to air
179 quality concerns. He said many of the things people are burning can be disposed of at Chittenden Solid
180 Waste District (CSWD), free of charge. Ms. Mercer clarified that the ordinance would not only address
181 getting permits, but would state what you can and cannot do. Mr. Nulty said eventually we may need to
182 ban burning altogether, which would help to address those who burn without obtaining a permit.

The Selectboard discussed the impacts of implementing a “no burn” ordinance. The Selectboard also discussed a possible timeline and requested the Town Administrator develop a list of tasks associated with moving forward.

7. Approval of 6/3/10 and 6/17/10 minutes.

On a motion by Ms. McMains, seconded by Mr. Nulty, the Selectboard unanimously approved the minutes of June 3, 2010 as amended. On a motion by Ms. McMains, seconded by Ms. Mercer, the Selectboard unanimously approved the minutes of June 17, 2010 as amended.

8. Other Business.

Mr. Odit stated there was another accident on Skunk Hollow Road the other day after the road was graded. He said they checked with the MPO about their High Risk Rural Road Program and if the Selectboard approves, we can submit a letter requesting assistance to evaluate the road. Mr. Nulty asked if there is any indication what is causing the accidents. Mr. Odit said there is a high correlation between accidents and the timing of the road being graded. Ms. McMains said there has been an increase since the road was upgraded. The Selectboard discussed the problem and summarized the discussion from the previous meeting.

On a motion by Ms. McMains, seconded by Ms. Mercer, the Selectboard unanimously approved submitting a request to the MPO for technical assistance in their High Risk Rural Road Program to address the issue of accidents on Skunk Hollow Road.

Mr. Nulty said at the most recent MPO meeting, he noticed our bridge down here is listed, but with no money or timeframe indicated. Mr. Odit updated the Selectboard on the pedestrian bridge issue, stating that a surveyor has redone the right of way plan and the project is moving forward. He said he has been working with vTrans on this matter. Mr. Odit said the funding is dependent upon receiving some federal money and the State has indicated that they do have the matching funds available for the project. The Selectboard discussed the funding options and Mr. Odit agreed to try to find out more information.

Mr. Odit said the bridge belongs to the State and we are helping to move the project along. Ms. Blades asked why they could not attach the walkway to the vehicle bridge. Mr. Odit said it is one of the options that were considered. He said the bridge is the most visible part of the project, but the majority of the work that is needed is to stabilize the bank along the road.

Mr. Odit updated the Selectboard on the streetscape project, saying that the lights and retaining wall are the major pieces outstanding at this point. Mr. Nulty asked about further paving and Mr. Odit said it will be addressed when the contractors return. The Selectboard discussed fencing and asked the Town Administrator to look into the cost of a picket fence.

Ms. McMains discussed some information on the RPC and MPO Challenges for Change.

Mr. Odit said there was an error in the grand list, but we will need to set the tax rate soon. He said we should plan on having a short meeting on July 7, 2010 to set the rate.

On a motion by Mr. Nulty, seconded by Ms. Mercer, the Selectboard entered Executive Session at 8:30 p.m.

232

233 **On a motion by Mr. Nulty, seconded by Ms. McMains, the Selectboard exited executive session at**
234 **9:06 p.m.**

235

236 **On a motion by Mr. Nulty, seconded by Ms. McMains, the Selectboard adjourned at 9:06 p.m.**

237

238

239 Approved this day of 2010

240

241

242

243

244

Kimberly Mercer, Chair

**Selectboard Meeting
July 7, 2010 at 7:00 p.m.
Jericho Town Hall, 67 Vermont Route 15**

Members present: Catherine McMains, Kim Mercer (Chair), Tim Nulty

Others present: Todd Odit (Town Administrator),

Meeting called to order by Ms. Mercer at 7:05 p.m.

1. FY11 Tax Rates

Mr. Odit stated that staff was able to calculate FY11 tax rates and he was asking the Selectboard to review and adopt the proposed rates. He explained that Grand list growth from the previous year was .45%, which was less than the 1% growth they had estimated while drafting the FY11 budget. Because the Grand list growth was less than estimated, the proposed tax rate was higher than the previous year, but only increasing by .7% from \$.4484 to \$.4514. Of that combined rate, the general fund rate was increasing from \$.4361 to \$.4385, and the local agreement rate, which is money raised by the town to make up lost school revenue due to town tax agreements, increased from \$.0123 to \$.0129. Part of the increase in that rate was due to the fact that this would be the first year the town raised the money it was required to, in order to make up the difference of veterans exemptions above \$10,000.

Mr. Odit stated that the impact of the tax rate increase would mean an additional \$3.00 in taxes per \$100,000 of assessed value.

Ms. Mercer asked what the grand list value was. Mr. Odit replied that the value was \$5,529,862, up from \$5,504,905 last year. Mr. Nulty asked if the \$71,335 raised by the local agreement rate was town money. Mr. Odit explained that the money raised by the local agreement rate was paid over to the schools, to make them whole due to the town's tax stabilization agreements and veteran's exemptions. Therefore, out of the \$8,265,794 raised by the town and Jericho school district, only \$2,424,818 was town funds.

On a motion by Mr. Nulty seconded by Ms. McMains, the Selectboard approved a FY11 general fund tax rate of \$.4385, a local agreement rate of \$.0129, Jericho non-residential rate of \$1.4516, and Jericho homestead rate of \$1.3464. The motion passed 3-0.

On a motion by Mr. Nulty seconded by Ms. McMains, the Selectboard adjourned at 7:25 p.m. The motion passed 3-0.

Approved this day of 2010

Kimberly Mercer, Chair

2
3 **Selectboard Meeting**
4 **July 15, 2010 at 7:00 p.m.**
5 **Jericho Town Hall, 67 Vermont Route 15**
6

7 **Members present:** Kim Mercer (Chair), Catherine McMains, Tim Nulty

8
9 **Others present:** Todd Odit (Town Administrator), Amy Richardson (Secretary), Seth Jensen, David
10 Villeneuve, Ken Lick, Newt Scatchard, Megeen Sweeney, George Scatchard, Ted Scatchard, Rick
11 Vanderplay, Ann Gnagey, Tom Baribault, Christine Forde, Larry Mobbs.
12

13 Meeting called to order by Ms. Mercer at 7:03 p.m.
14

15 **1. Public comment.**
16

17 Newt Scatchard noted his concern about Census workers and listers reporting unlicensed dogs to the
18 Town. He said this is a big deal and discussed what is and is not permitted. Mr. Scatchard requested
19 that the listers and census workers involved be identified.
20

21 Ms. McMains explained that when either encounters a threatening dog, they contact the Town Offices to
22 ensure the animal has appropriate vaccines and/or to identify the owner of the residence in order to gain
23 entry to the residence to carry out their duties. She said they were not looking for unlicensed dogs.
24

25 Mr. Scatchard said the Census worker was afraid of dogs and that it is a huge federal offense. Ms.
26 Mercer said the Selectboard has no official response because the issue was between the clerk and the
27 Census worker.
28

29 Mr. Scatchard and Ms. Sweeney also noted that they got smoked out on Sunday morning at their home.
30 Mr. Scatchard said he wrote a letter about the situation and stated that he feels there are conflicts of
31 interest within the Town. The Selectboard noted they have given Mr. Scatchard a great deal of their
32 time and the chance to express his opinion.
33

34 Mr. Nulty said the Selectboard has taken action on the matter and he has legal means for recourse, if he
35 so chooses. Mr. Scatchard said he cannot accept that and said he has been accused of crimes. Ms.
36 Mercer stated the Town did not call anyone. Mr. Nulty said legal recourse is available. He said the
37 concerns and complaints have been noted.
38

39 Ms. McMains said the Selectboard will work on burn permits and an ordinance to address the issues.
40 Mr. Scatchard clarified the procedure to file a complaint is through the Town Administrator. Ms.
41 Mercer noted that there are elections every year and he is free to run for office.
42

43 Ms. Sweeney stated the Town should have a formal procedure for complaints. Mr. Nulty said the Town
44 does and a complaint was filed, an investigation occurred, and the issues was resolved. He said if there
45 is a new complaint, then it should be submitted for follow up and if it is unsatisfactory they can take
46 legal action.
47

48 **2. Congregational Church Public Works Spec Waiver Request.**

49
50 Mr. Odit said the church had a site plan approval a few years ago that didn't address lighting. He said
51 they came in for a building permit for the lights. Mr. Odit said there was a discussion a few years ago
52 about these lights and about a waiver because they are in the right of way. He noted that Kenny
53 Barkyoubm doesn't have a concern about the lights location.

54
55 Mr. Odit said the issue is that the proposed lights do not meet the public works specs, which were not in
56 place at the time of the original approval. He stated the requirement will need to be waived in order for
57 them to move forward. He said the biggest concern is that they already have the bases in place and the
58 conduit run, which wouldn't work with the Town's spec lights.

59
60 Mr. Lick said the light looks similar to those near the Old Mill. He described the lights, saying they
61 have a 10' pole and are black. The Selectboard looked at pictures of what is required and what the
62 church would like to do. Ms. McMains asked about the foot candles. Mr. Lick said there was a
63 photometric study and said it looks like the one at the Village Cup. He noted it meets the dark sky
64 approval.

65
66 Mr. Nulty clarified that it is a slightly different shape, but much the same. Ms. McMains noted the key
67 with the light standards was how much candle power. Mr. Lick stated it meets energy efficiency
68 standards and discussed the mounting system differences. He said the money is now available. Mr.
69 Nulty stated the substantive aspects are the same, although it has a slightly different character. Mr. Lick
70 said it doesn't shine beyond the property. He noted the hardship would be that the footings would need
71 to be replaced.

72
73 Mr. Odit said this case is a little different because they have made some effort in having the bases
74 installed. He said we should follow the standards if we have them. He said this should be the exception,
75 and not the rule, so that do not have a lot of lights that don't meet the standard. The Selectboard
76 discussed the look and potential future lighting in the area.

77
78 **On a motion by Mr. Nulty, seconded by Ms. McMains, the Selectboard approved the specific**
79 **waiver request as presented. The motion passed 3-0.**

80
81 **3. Approval of Dickenson Street Modified Scoping Study.**

82
83 Mr. Odit said this started a few months ago, as a result of public comment. He said the Selectboard
84 requested an updated study. Mr. Odit said staff met with the Metropolitan Planning Organization
85 (MPO) to determine how to move forward. He said we asked the MPO for a modified scoping study.

86
87 Mr. Odit said we had an outline of the study, then the Rehab Gym's Act 250 application happened and
88 the draft permit stated that the Town would work with the applicant to eliminate the adverse conditions.
89 He said it is a more robust study now and it provides us with everything we need to decide what should
90 be done and how the payment should be split. Mr. Odit explained the MPO will pay for 80% of the
91 costs and the Town will be responsible for 20%. He recommended to move forward with the study and
92 noted there is money available in the budget.

93
94 Ms. Mercer asked about the timeline for the study. Ms. Forde from the MPO said there is not a specific
95 timeline. She explained that public meetings usually drag the timeline out and some have already been

held. Ms. Forde estimated the study could be completed in less than six months. Mr. Odit noted there is one public hearing in the study.

On a motion by Mr. Nulty, seconded by Ms. McMains, the Selectboard accepted the recommendation and approved the funding of \$6,000 to complete the modified scoping study of Dickenson Street. The motion passed 3-0.

Pedestrian Bridge Issue

Ms. Forde explained this project is in the Transportation Improvement Program. She said there is money for the engineering of it and that is underway. Ms. Forde said there has been a discussion about a potential earmark for the construction, but it is not programmed for construction. She said hopefully once it is designed it will be.

Mr. Nulty asked what can be done to move it forward. Mr. Odit said it is his understanding that once we get the right of way acquired and the design going, then vTrans can find the federal funds for the project. He said we have resubmitted the right of way acquisition plan today. He said we will need to acquire permanent and temporary maintenance and construction easements from Champlain Oil. Mr. Odit said the plan should be approved within a week or two and then we can procure the easements, dealing with only one property owner, who seems amenable. He said design will begin in earnest after that and vTrans is under pressure to get this project done.

4. Village Center Designation Approval.

Mr. Odit stated the Selectboard had previously given approval to go forward with the application for Village Center Designation. He said we are asking for approval of the boundary of that area tonight. The Selectboard reviewed the map and discussed the boundary line. Mr. Odit noted that in Mr. Jensen's professional opinion, if we expand the boundary line beyond his recommendation, it will be rejected. The Selectboard discussed the map further.

Mr. Villeneuve came forward to explain the map and lines, noting the boundary lines can cut across property lines. He noted the various venues where the lines were discussed. Mr. Villeneuve explained the designation cannot be given in residential areas and discussed the village center zoning district. He stated the application would not be approved with the same boundaries as the zoning district.

Ms. McMains noted that this will not impact zoning areas. She stated there would be tax benefits within the red circle. Ms. Mercer asked what if the boundary line goes through a building. Mr. Villeneuve stated it doesn't and that they have been over this thoroughly. He noted there are some tax benefits outside of the line, but not as much.

Mr. Nulty said this is supposed to represent a commercial district because commercial buildings are getting the benefit. The Selectboard discussed the various aspects of the designation and the process. Mr. Nulty asked about the Planning Commission's views. Mr. Villeneuve stated the commission accepted it.

On a motion by Mr. Nulty, seconded by Ms. McMains, the Selectboard accepted the recommendation of the Town Planner and the Planning Commission for the boundaries of the Village Center for the purposes of the designation application for the Riverside Underhill Flats area. The motion passed 3-0.

144
145
146 **5. Burn Permit/Ordinance Discussion.**
147

148 Mr. Odit said he did some research and provided a simple timeline to the Selectboard of the steps
149 needed to implement a Burn Ordinance. He noted the timeline is ambitious. Mr. Odit said the next
150 opportunity to discuss the issue will be at the August 19th meeting. He said he could provide a draft on
151 the 19th for review and the public discussion could take place on September 2nd to receive feedback on
152 what the Selectboard is considering. He said it could potentially be adopted on September 16th and go
153 into effect 60 days later on November 15th.
154

155 Mr. Nulty said the timeline is fine and an ordinance can be modified if it doesn't work. Mr. Odit
156 provided a summary of Essex and Colchester burn ordinances. He noted that Essex has just decided to
157 rewrite theirs with a bigger picture approach. Mr. Odit said these are to give the Selectboard an idea of
158 what other towns are doing and he also provided a listing of things to consider when drafting the
159 ordinance.
160

161 Ms. Mercer asked if Mr. Odit had looked at ordinances from other towns of similar size, such as
162 Shelburne. The Selectboard discussed comparable areas. Mr. Odit stated that a lot of towns do not
163 adopt an ordinance and go with State law or turn the law into a local ordinance.
164

165 The Selectboard discussed various items that should not be burned, but could be composted, such as
166 leaves, pine needles, trash, weeds, etc. The Selectboard also discussed limiting burning to certain times,
167 with an exemption for bonfires.
168

169 Mr. Odit said there are two schools of thoughts on timing restrictions. He said Essex limits them to the
170 hours between 8:00 a.m. and 4:00 p.m. He said that another town in central Vermont limits burning to
171 late afternoon and early evening, when the wind has died down and there is dew on the grass to help
172 prevent grass fires.
173

174 Ms. Mercer said she would be interested in hearing Randy Clark's thoughts. Mr. Odit said he learned
175 that from Randy. Ms. McMains made the distinction that these are for burning things, rather than
176 having camp fires. Mr. Odit said the town with limited hours has seen a decrease in grass fires. He said
177 appropriate hours should be discussed if time limits are being considered.
178

179 Mr. Odit said he would get more input from Mr. Clark before August 19th and will work his suggestions
180 into the draft. The Selectboard discussed Colchester's ordinance, noting the fines are tough and there is
181 a limitation on how close to a residence the burn can be.
182

183 Mr. Scatchard noted that people should be notified that they need a way to put the fire out, before
184 lighting it. He discussed a newspaper article about Jericho's ban on burning. He said if the Town does
185 not have anyone to enforce it, he doesn't feel it should be allowed. The Selectboard explained that
186 currently there is no ordinance to enforce, but if one is implemented there will be someone to enforce it.
187 Ms. McMains noted she likes the idea of a burn map.
188

189 Mr. Nulty suggested modifying the Colchester ordinance to suit Jericho. Ms. Mercer said fines and fees
190 would need to be discussed and mentioned that permits could be issued online if there was no fee. Ms.
191 McMains said that should be discussed with Randy because it could cost him money.

192
193 Mr. Villeneuve stated he was on the fire department for 20 years and was a Forrest Fire Warden for 15
194 years. He said he gave out many permits during that time. Mr. Villeneuve said the current issue sounds
195 like it was a smoke problem and there are enough laws in the State to cover everything. Mr. Nulty
196 explained the problem and said there was no mechanism in place. He said we need to put a system in
197 place. Ms. McMains noted that this was not the first issue of its type.
198

199 Mr. Villeneuve said he did not encounter any problems he couldn't resolve. He said he thought there
200 were rules in place. Mr. Nulty said there was one and the Town got rid of it. Ms. Mercer said the
201 current issue involved a fire that smoldered for a long time. Ms. McMains said the long term issue is air
202 quality. Mr. Villeneuve said he cannot believe there is not enough written in the State law to address it.
203

204 Mr. Scatchard said the process worked for many years and he feels it is a family issue going on. Ms.
205 Mercer noted she has reviewed past minutes and these issues have come up many times over the years.
206 Mr. Scatchard discussed the current issue. Mr. Nulty said we are looking forward, not back. Ms.
207 McMains said the enforcement aspect will be addressed also.
208

209 Anne Gnagey discussed air quality and said we should take this opportunity to educate people about
210 composting. She discussed the benefits of composting and various ways it can be done and locations,
211 including one's own property. Ms. Gnagey suggested, rather than issuing permits, ask if they have
212 thought of compost and give them reasons to do it. She noted this might get around some of the
213 problems of burning impermissible items and will get people thinking about composting. She said twigs
214 and small branches are more important for health of soil than bigger items.
215

216 Tom Baribault said Jericho is a town where people get comfortable that if they generate biomass, they
217 can burn it. He said many do not know how their neighbors feel about it. He discussed the differences
218 between rights and privileges, stating burning is a privilege and not a right to pollute the neighborhood.
219 Mr. Baribault said there is a need to get people aware of composting and other alternatives to burning.
220

221 Mr. Nulty noted that Dave Tillotson raised the issue that the Town may need to ban burning altogether.
222 Ms. Gnagey asked about a partial ban. The Selectboard discussed collection points and potential
223 alternatives, including costs of such things.
224

225 **6. FY10 Year-end Transfers.**

226

227 Mr. Odit distributed a schedule to the Selectboard of proposed year-end transfers. He discussed each of
228 the transfers involving the general fund and various reserve accounts, explaining the reasoning behind
229 each and answering any questions.
230

231 **On a motion by Ms. McMains, seconded by Mr. Nulty, the Selectboard approved the fund transfer**
232 **of \$238,559.40, as laid out in the memo dated July 15, 2010. The motion passed 3-0.**
233

234 **7. Job Descriptions Approval.**

235

236 Ms. McMains noted that burn permits should be removed from the administrative/personnel assistant
237 description and Mr. Odit said he will take it out. Ms. Mercer suggested that all the job descriptions
238 include an "other duties as assigned" clause. The Selectboard agreed and Mr. Odit said he will add it to

239 them. He said he is working to get them all into the same format. Ms. Mercer asked if he would meet
240 with each of them. Mr. Odit said the staff was involved in the process and have reviewed them already.
241

242 **On a motion by Ms. McMains, seconded by Mr. Nulty, the Selectboard accepted the job**
243 **descriptions of: Financial Coordinator, Financial Coordinator Assistant, Lister, Chief Lister,**
244 **Planning and Development Coordinator, Zoning Administrator/Planning Assistant, and**
245 **Administrative/ Personnel Assistant, as amended. The motion passed 3-0.**
246

247 **8. Approval of 7/1/10 & 7/7/10 minutes.**
248

249 **On a motion by Mr. Nulty, seconded by Ms. McMains, the Selectboard approved the minutes**
250 **from July 1, 2010. On a motion by Mr. Nulty, seconded by Ms. McMains, the Selectboard**
251 **approved the minutes from July 7, 2010. The motion passed 3-0.**
252

253 **9. Other business.**
254

255 Mobbs Committee Parking Lot

256 Mr. Odit noted that a Mobbs Committee representative brought the parking lot issue to the Selectboard.
257 He said he met with the Town Engineer and the Road Foreman to discuss and presented the Selectboard
258 a map with a draft of a new idea. Mr. Odit explained the idea, noting the parking lot would be in the
259 same place, but there would be a different entry. He noted this is due to concerns about sharing the
260 driveway with the highway garage.
261

262 The Selectboard discussed the new proposal and said it is a good idea. Mr. Baribault said he is not
263 familiar with the particular spot, but noted past concerns about maneuvering materials. Mr. Nulty said
264 the access is what is new and the parking lot will be in the same place. Mr. Baribault asked about
265 sheathing Town materials and draining. Mr. Nulty said sheathing would be a moot point and Mr. Odit
266 said the Town would grade it.
267

268 Mr. Nulty explained the history and why it needed to change. He said the location was a problem with
269 its proximity to road crew and equipment, noting that this solves the biggest problem with the location.
270 Mr. Baribault asked if this will require a Development Review Board application and Mr. Nulty said it
271 would. Mr. Odit said it will go to sketch plan review first, to make people aware and get input. He said
272 he will follow up with the interested parties and work on the sketch plan.
273

274 MOU Discussion

275 Mr. Odit distributed information from Mr. Villeneuve. Mr. Odit noted that Mr. Jensen worked on it and
276 the parts underlined in the MOU are new. The Selectboard discussed materials in the packet.
277

278 The Selectboard discussed with Mr. Villeneuve the formula for calculating payment responsibility. Mr.
279 Nulty suggested writing a letter explaining the Town and Mr. Villeneuve would come to an agreement
280 on the formula. Mr. Villeneuve noted his concern that Act 250 may not go along with that and it would
281 delay the Rehab Gym project further.
282

283 Mr. Nulty suggested that if that was not acceptable, then the matter could be discussed further. He said
284 he got the strong impression that all they needed is something demonstrating the Town is committed to
285 work on the issue. Mr. Nulty said if they need more specificity, we can revisit the issue. Mr. Nulty said
286 he would contact the CCMPO.

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Sign Regulation

Ms. Mercer said there is a sign regulation in Town and a citizen has complained that the regulation's not being enforced. She said certain businesses have more signs than they should and in places they are not allowed to have them. The Selectboard discussed the issue. Mr. Odit noted Mr. Jensen drafted a response to the complaint.

Mr. Odit said there likely are some signs that do not meet the regulations, but there is not enough staff time to enforce them properly. The Selectboard requested to add the issue to the August 19th meeting agenda. The Selectboard discussed signage and procedures. Mr. Odit said hopefully we will get a Zoning Administrator hired and we can dedicate resources to this issue.

Marketing Study

Mr. Villeneuve said he had some new information on the marketing study. Ms. Mercer noted this is a study of consumer information to determine what types of businesses could be viable in the area and the village center. Mr. Villeneuve noted it relates to housing and commercial opportunities.

Mr. Jensen said he put together a draft request for proposal, which a few firms have reviewed. He said the issue is that the study is more expensive since expanding it to commercial and residential. He noted the information will be more valuable. Mr. Jensen estimated the cost to be \$10-12,000. The Selectboard discussed potential organizations who would conduct the study and where the Town's share of the money would come from.

Mr. Nulty asked if Underhill is comfortable with the expanded study and increased cost. Mr. Jensen said it is new information and he has not had a chance to discuss it with them yet. The Selectboard discussed what methods will be used, noting that polling would be more expensive. Mr. Villeneuve noted that the information could be used for the Underhill Flats area also. The Selectboard and Mr. Villeneuve discussed the area affected and the benefits of conducting the study. The Selectboard asked to be kept informed.

On a motion by Mr. Nulty, seconded by Ms. McMains, the meeting adjourned at 9:07 p.m. The motion passed 3-0.

Selectboard Meeting
August 3, 2010 7:00 pm
Jericho Town Hall, 67 Vermont Route 15

Members present: Kim Mercer (Chair), Catherine McMains,

Others present: Todd Odit (Town Administrator), Lori and Kyle Beane

1. Vicious Dog Hearing.

The Selectboard reviewed the complaint of Denise Dean regarding a dog bite that occurred on July 29 in front of 195 Nashville Road. The Beane's explained what happened and that they were very surprised that Cooper bit, because he had never done it before. They stated that Cooper had recently had surgery and had been off painkillers for two days when the bite occurred. They also stated that he had previously been on anti-anxiety medication, and that he may need to be on it again because her son had returned to work and as a result, Cooper was very anxious again.

The Selectboard read the following draft orders:

- Cooper is not to be outside when the owner is not at home.
- Cooper must be physically restrained at all times when he is outside (leash, run or secured fenced area).
- Ed Stygles, Animal Control Officer, may visit your premises and inspect the physical restraint to be used when Cooper is outside.
- Owner is responsible for all fees related to impoundment of Cooper.
- Owner is to license Cooper through the Town Clerk's office within 15 days of receipt of this notice.

The Beane's stated that they had a run for Cooper and that they would not have a problem with abiding by the orders.

On a motion by Ms. McMains, seconded by Ms. Mercer, the Selectboard approved the above orders for Cooper. The motion passed 2-0. the meeting adjourned at 9:07 p.m.

On a motion by Ms. McMains, seconded by Ms. Mercer, the meeting adjourned at 7:30 pm. The motion passed 2-0.

2
3 **Selectboard Meeting**
4 **August 19, 2010 at 7:00 p.m.**
5 **Jericho Town Hall, 67 Vermont Route 15**
6

7 **Members present:** Kim Mercer (Chair), Tim Nulty

8
9 **Others present:** Todd Odit (Town Administrator), Robert Naylor, Bob Bolin, Larry Mobbs, Mary Jane
10 Dickerson, Gail Schermer, Olga Hebert, Mike Hebert, Dave Tillotson

11
12 Meeting called to order by Ms. Mercer at 7:22 p.m.

13
14 **1. Public comment.**

15
16 Jericho Center Preservation Association

17 Mary Jane Dickerson and Gail Schermer from the Jericho Center Preservation Association (JCPA) of
18 the Community Center of Jericho were present. They are working on a fundraising committee called
19 Campaign for a Solid Foot and are requesting a letter from the Selectboard endorsing their project,
20 which is needed for grant applications.

21
22 The JCPA is trying to raise money, noting the figures are in the brochure. They need to have enough
23 money to stabilize the project for the winter and are requesting, because the Town makes use of the
24 building being worked on, a one-time appropriation from the Town.

25
26 Mr. Nulty suggested they discuss what money is available with Mr. Odit, saying in principle he is
27 willing to support it, depending on the amount. JCPA discussed the fundraising and grant efforts. Ms.
28 Mercer suggested that this matter be added to the next agenda to be discussed.

29
30 **On a motion by Mr. Nulty, the Selectboard authorized the Chair to sign a letter of community**
31 **support for the Jericho Center Preservation Association.**

32
33 Trails Committee

34 Mr. Naylor would like to establish a Trails Committee. He presented a one page summary of how the
35 committee might be constructed, if felt to be worthwhile. He said other Towns have this type of
36 committee. Mr. Nulty feels great idea.

37
38 Mr. Naylor said the membership should be made up of people who use the trails: skiing, biking,
39 walking, or other non-motorized recreation. He said he is happy to formulate, if agreeable to
40 Selectboard. Ms. Mercer feels it is a great idea, but was concerned about overlapping responsibilities
41 with other established committees, such as Mobbs Committee. Mr. Naylor feels that the Chairperson of
42 those committees should be members of this committee.

43
44 Mr. Odit said a committee charter should be drafted for the Selectboard to review. This will outline
45 their authority, membership, etc.
46

47 **On a motion by Mr. Nulty, the Selectboard agreed to move favorably on the proposal to create a**
48 **Trails Committee.**

49
50 Mr. Naylor also noted, as a resident on Skunk Hollow Road, he hopes that the rest of the road will be
51 paved in the future.

52
53 **Mobbs Committee Parking Lot**

54 Bob Bolin said he has been functioning under the understanding that the Town would proceed with a
55 parking lot on the west side of the hill, utilizing the existing road. He mentioned a special Selectboard
56 meeting that was held and presented the map that came out of that meeting, asking for an update. Mr.
57 Nulty discussed the concerns with utilizing the existing road that the Highway Department uses. He
58 said arriving at the parking lot in a different way alleviates the gate issue. Mr. Nulty discussed the
59 history of the parking lot and the issues involved.

60
61 Mr. Bolin said he felt the solution that was arrived at previously was reasonable. Mr. Nulty said it was,
62 but the Highway Department's concerns are not trivial, so we are trying to address it in another way and
63 come to a compromise. He clarified that the parking lot site has not changed, just the way to access it.

64
65 Olga Hebert said she strongly objects to a road going through the back of the property. She stated her
66 understanding was that the parking lot was a done deal and a resolved issue two years ago. She said she
67 does not understand why it hasn't been in operation for two years. Ms. Hebert said they went through
68 mediation and the existing road leads directly to the parking lot. She expressed concern about why the
69 process is being further complicated. Ms. Hebert said her understanding is that you don't need a permit
70 to build a road, but you do need to certify that it is for the public good. She feels very strongly that they
71 were lied to or misled during the process.

72
73 Mr. Nulty said the parking lot was agreed to, but the access was not written in stone. He said the
74 process was done in good faith. They discussed what rights are available, including appeals.

75
76 Michael Hebert said that two years ago the parking lot closed. He stated that professional mediation was
77 recommended to help settle this issue and at the time it was agreed the parking lot would be up in the
78 back. He said they were led to believe that Highway Garage road would be the access and now that is
79 changed. Mr. Hebert said nothing is written and is requesting that there be professional mediation
80 before going to the DRB with the new plan. Mr. Nulty disagreed. Mr. Hebert said there should be a
81 record of what is agreed to.

82
83 **2. Review Draft Burn Notice.**

84
85 Mr. Odit presented a draft burn notice, modeled after the Colchester Burn Ordinance, as requested. He
86 discussed items included in the draft, including: a limitation on burning to woody vegetation, no leaves;
87 the authority for the person who issues permits to authorized extinguishing the burn; a fee section,
88 without a set amount; and a limitation on distances from a dwelling.

89
90 Mr. Odit also included an email from Randy Clark commenting on the draft, with Mr. Odit's responses
91 noted in red. He discussed the questions and his responses. Ms. Mercer commented on the length of the
92 ordinance. Mr. Odit said he added everything and things can be discussed and deleted as appropriate.

94 Ms. Mercer discussed Mr. Clark's suggestion to reference State law. Mr. Odit said the ordinance meets
95 the State requirements and takes it further, so we don't want to reference it because it will conflict in
96 areas.

97
98 Public Comment

99 Dave Tillotson asked if something is not broken, why you have to fix it. He said this stems from a
100 recent issue and in his 25+ years he has not encountered a situation of this nature. Ms. Mercer noted that
101 this type of thing has come up before, with Mr. Tillotson clarifying that it has not come up to this
102 degree. Ms. Mercer said that this is a way to outline rules surrounding burning in the Town.

103
104 Mr. Tillotson discussed how many permits are issued and noted that there are people who burn without a
105 permit. Mr. Nulty said that this was a messy situation that revealed the tools were not in place to
106 address the situation. Mr. Tillotson discussed the specific situation. Ms. Mercer said this is not
107 completely due to the situation and that this has been needed for a while.

108
109 Mr. Tillotson said the ordinance needs to be clear and simple, which the draft is not. The Selectboard
110 noted that it is a draft and does need to be edited. They discussed with Mr. Tillotson the draft and
111 requested that he assist with the editing of the ordinance. Mr. Tillotson agreed to assist. Mr. Nulty said
112 we have to do something and he is open to recommendations on how to make it clear. Ms. Mercer
113 pointed out that in Chittenden County we have more population than in the rest of the state, so we need
114 to be clear.

115
116 The Selectboard discussed the benefits of an ordinance. Mr. Odit noted another option would be to
117 reference State law and add clear enforcement authority. The Selectboard discussed eliminating the fee
118 from the permit to encourage everyone to get a permit and to be able to offer it online.

119
120 **3. B. Buxton Letter Regarding Business Signs.**

121
122 Mr. Odit said this item was added to the agenda as requested. He said Mr. Jensen drafted a letter to send
123 to all business owners making them aware of the Sign Ordinance. Mr. Nulty said we should add that
124 there have been an increasing number of complaints from citizens about the number of signs around the
125 Town. Ms. Mercer felt the letter was well drafted, but asked that a second sheet be added to the mailing
126 highlighting the requirements.

127
128 **4. Approve RPC Letter of Commitment for Regional HUD Grant.**

129
130 **On a motion by Mr. Nulty the Selectboard authorized the Chair to sign on behalf of the**
131 **Selectboard.**

132
133 **5. VLCT Town Fair Voting Delegate.**

134
135 Mr. Odit said if anyone is going to the annual meeting and would like to vote on the municipal policy,
136 they will need to be authorized to do so. On a **motion** by Ms. Mercer, seconded by Mr. Nulty, the
137 Selectboard **nominated Mr. Nulty as Jericho's delegate at the VLCT Town Fair 2010.**

138
139 **6. Harvest Market Signage Request.**

140

Mr. Odit said this is an annual request. On a motion by Mr. Nulty, the Selectboard approved the Harvest Market Signage Request.

7. Award FY2011 Paving Bid.

Mr. Odit said there was a good response to the bid request and there is \$209,000 budgeted for these projects. He recommended that the Selectboard accept the bid of S.D. Ireland of \$65.57 a ton, an estimated total cost of \$199,004.95.

On a motion by Mr. Nulty, seconded by Ms. Mercer, the Selectboard approved awarding the FY2011 paving bid to S.D. Ireland as presented.

8. Approval of 7/15/10 minutes.

Approval of the 7/15/10 minutes was tabled.

On a motion by Mr. Nulty, seconded by Ms. Mercer, the Selectboard entered Executive Session at 8:35 p.m.

On a motion by Mr. Nulty seconded by Ms. Mercer, the Selectboard exited executive session at 8:45 p.m.

On a motion by Mr. Nulty seconded by Ms. Mercer, the Selectboard approved the Town Administrator signing an affidavit regarding Land Use Permit Amendment #4C0427-5.

On a motion by Mr. Nulty seconded by Ms. Mercer, the Selectboard adjourned the meeting at 8:50 p.m.

Selectboard Meeting

September 2, 2010 at 7:00 p.m.

Jericho Town Hall, 67 Vermont Route 15

Members present: Catherine McMains (Chair), Kim Mercer

Others present: Todd Odit (Town Administrator), Amy Richardson (Secretary), Joseph Freitas, Suzanne Freitas, Rudy Bentlage, Jean Klepte, Cheryl Thomas, Mary Jane Dickerson, Gail Schermer, Elizabeth Bernstein, Richard Bernstein, Anna Smiles-Becker, Andrea Hook, Terence Hook, Jessica Alexander, Debbie Rackliff

Meeting called to order by Ms. McMains at 7:04 p.m.

1. Public comment.

Cheryl Thomas presented a letter to the Selectboard about the parking lot situation at the Town Hall. She said the letter contained 50 signatures of people who are not happy about the situation and comments. Ms. McMains said she does not know what they can do about it now; they will need to research options. She thanked Ms. Thomas for bringing the issue to their attention.

Ms. Thomas said parking spaces were lost when the entrance was blocked off and there are possible safety concerns. She discussed some of the concerns, noting it was most noticeable at tax time. Ms. McMains noted that there is shared parking with the church. Ms. Mercer said the change was related to the streetscape project and had to do with aesthetics and reducing the number of curb cuts. The Selectboard thanked Ms. Thomas for bringing it to their attention, saying they would read the information and follow up.

2. Eagle Scout Projects.

Rudy Bentlage stated his project is to replace the fence around the cemetery by the Good Shepherd Church. He said the fence is in bad condition, noting pictures in the packet of information given to the Selectboard. He discussed the issues with the fence.

Ms. McMains noted she had not noticed it before. Ms. Mercer said his plan is impressive. Ms. McMains stated the project will require a lot of work. Mr. Odit said it is good timing because he has received complaints by some family members about the condition of the fence. He said the Highway Department is willing to help dispose of the old fence if there was no other plan. Mr. Bentlage said he had planned to bring the old fence to Chamberlain's for the annual fire. Ms. McMains said it would depend on what type of material is involved because it cannot be burned if it is treated wood. Mr. Bentlage said he doesn't think it's treated.

Joseph Freitas presented his project which is to replace three picnic tables on the Jericho Center Green, which are in poor condition. He said, in order for the project to meet the standards of Eagle Scout, he will need to put

43 in some pavers, or natural stone underneath the picnic tables. Mr. Odit said the Town would prefer not to have
44 something underneath the tables, so people can move them around, as they do now. Ms. McMains said people
45 usually move them around. She noted there is not a whole lot of green left. Ms. Mercer asked if there are any
46 other additions he could do to make the project work. Mr. Freitas said he has not gotten official permission from
47 his scout master yet. He suggested other options, such as: building more picnic tables; working on the garden; or
48 fixing the stone wall.

49

50 Terry Hook, Jericho Center Preservation Association, said they would prefer no pavers. He said that edging the
51 green is a perpetual effort. He also noted that some more stones around the green to keep vehicles off would be
52 helpful. Mr. Odit said if the Selectboard agrees with the general idea, then staff can work on the details.

53

54 Ms. McMains stated that both projects benefit community and Ms. Mercer agreed. The Selectboard thanked the
55 scouts for their proposals.

56

57 Mr. Bentlage asked if there are Town funds that could help with the cost of his project, which is estimated to be
58 \$1,200+. Mr. Odit asked if he had to do some fundraising as part of the project and Mr. Bentlage said yes. Mr.
59 Odit suggested he work on the fundraising and then come back with a request if there is a shortfall.

60

61 Jean Klepte, Scout Leader, asked if the projects were approved. Ms. Mercer said the Selectboard has consented.
62 Mr. Odit said to contact him to work on the details. Ms. McMains thanked them for their good work.

63

64 **3. Assessor Contract Extension.**

65

66 Mr. Odit stated the three month extension will expire at the end of September. He requested approval for
67 another three months.

68

69 **On a motion by Ms. Mercer, seconded by Ms. McMains, the Selectboard approved a three month contract**
70 **extension with Vermont Appraisal Company, beginning on October 1, 2010 and ending on December 31, 2010,**
71 **at a cost of \$1,750 a month. The motion passed 2-0.**

72

73 **4. Community Center Request.**

74

75 Ms. McMains said she understands that at the last meeting the Community Center requested a letter. Mr. Odit
76 said he has a letter ready, based on their draft, to be signed if approved.

77

78 **On a motion by Ms. Mercer, seconded by Ms. McMains, the Selectboard authorized the Selectboard**
79 **Chairperson to sign the letter of support. The motion passed 2-0.**

80

81 Mr. Odit stated the Center's immediate need is for Phase I of the project, which is currently underway. He looked
82 into funding options, as requested by the Selectboard, and said it could be funded in one of the following ways:
83 using the current budget contingency line item; or using the undesignated fund balance. Mr. Odit noted the
84 current fund balance isn't final, but he is confident it would be sufficient. He said the Community Center didn't
85 make a specific request, so it is up to the Selectboard as to how much money is given and from where.

86

87 Ms. Mercer said she didn't have an opportunity to solicit input from people and she would like to talk with some
88 residents first. Ms. McMains stated it is a good thing to do and the center is used a lot by the Town. She said she
89 is uncomfortable taking from the contingency account so early in the year. She said a lot of people support the
90 Community Center.

91

92 Ms. Mercer stated she is not comfortable making a decision tonight. Ms. McMains noted that Mr. Nulty is not
93 here. Ms. Mercer asked about precedents. Ms. McMains gave the example of the Town supporting conservation
94 of Barber Farm. Ms. Mercer clarified that the matter was discussed at Town Meeting. Ms. McMains said yes,
95 and noted that is why this matter is being discussed during this meeting. She noted other instances where
96 money was used for Mills Park and Mobbs before they became line items in the budget.

97

98 Ms. Mercer asked if it is a Town building or Town property. Ms. McMains said no, it is a nonprofit and compared
99 it to the library. Ms. Mercer asked if the Town plows at the Community Center and Mr. Odit stated it does not.
100 He suggested another option would be to provide a smaller amount out of this budget and have the Community
101 Center include an amount in next year's budget. Ms. McMains noted the Town allocates money annually to
102 them. Ms. Mercer stated she doesn't object, she just wants to get input.

103

104 Mr. Odit and the Selectboard discussed other organizations in the Town that have requested support in the past
105 and how they were handled. Andrea Hook stated that an average of 100 people uses it every week and it is
106 different people every week. She said a good portion of Jericho and the surrounding areas use it, pointing out
107 that the brochure includes a sampling of organizations that use space in the Community Center.

108

109 Mary Jane Dickerson stated she lives beside the Community Center and it is in use all the time. She noted she is
110 on the Board of the Deborah Rawson Library and it is used a lot also. Ms. Dickerson noted there are very few
111 buildings in the area that can be used for gatherings, stating there are many organizations in need of meeting
112 spaces. She said they keep the cost low and the income is not sufficient to cover heat, utilities, etc., which is why
113 they fundraise all the time. Ms. Dickerson stated the building is a very important piece of the Town's history.
114 She said they need the money now and are doing all they can. Ms. Dickerson stated if they don't do the work
115 this fall, it will be more expensive to do it later. She stated it is a major asset to the Town and its citizens.

116

117 Anna Smiles Becker stated the most important piece is the time crunch. She said they have massive fundraising
118 pushes going on right now covering the whole Town, Underhill, and Richmond. She noted the importance of the
119 Community Center to her when she was looking to move into this area. Ms. Becker noted the importance of the
120 Community Center and said it is a real attractive part of the community. She stated they appreciate the Town's
121 support in the yearly budget. She said these expenses were unplanned and it will be very challenging if the
122 money cannot be raised.

123

124 Gail Schermer stated that one problem has been runoff from Bolger Hill Road. She said it caused flooding and
125 much of the foundation problems they are dealing with today. Ms. Schermer said a couple neighbors allowed
126 swales on their properties to help with runoff. She discussed the variety of organizations that use the building
127 and stated it is an asset to the Town. Ms. Schermer noted drainage issues in Town helped to cause the
128 foundation problems.

129

130 Elizabeth Bernstein stated that the Community Center is an interesting public, private hybrid. She said it is run
131 by a private nonprofit, but supports the public. She discussed the various uses of the center. Ms. Bernstein
132 stated the building is falling down and it will be an enormous loss to the community if it is not repaired. She said
133 they are trying to raise \$100,000 in their fundraising campaign and if they don't the building will fall down. Ms.
134 Bernstein said it is a 157 year old building and they need help to keep it going.

135

136 Ms. Mercer asked if anyone here who does not live in Jericho Center. Ms. Bernstein said she does not live right
137 in the center. Ms. Becker discussed the amount of support they receive from across the community and
138 explained that the Board is comprised of people from around the community. She said it is important to know
139 there is support across the community, in terms of financial contributions and volunteering.

140

141 Ms. McMains stated this is not the first fundraising effort, noting the furnace and drainage issues of the past.
142 Ms. Becker stated this is completely aside from their normal fundraising to keep the building going. Ms. Mercer
143 asked how much money has been raised so far. Ms. Becker said it changes daily and they are actively looking for
144 other areas of support, including grants.

145

146 Ms. Mercer said she would like to get feedback from other residents. Ms. McMains said it is a valid point and
147 noted the typical amount of contributions from the Selectboard is \$2,000, noting anything larger is discussed at
148 Town Meeting.

149

150 Ms. Bernstein asked what information would be helpful, offering a list of people who use the Community Center
151 and the geographic spread. Ms. Mercer said that information would be helpful. Mr. Hook asked about the
152 Selectboard limits. Ms. Mercer stated they are responsible for the budget. Ms. McMains stated they are also
153 responsible to the taxpayers and try to keep the tax rate lower, discussing major items at Town Meeting.

154

155 Ms. Schermer said it is a good idea to hear from the community, but is uncomfortable without everyone hearing
156 a rounded discussion. Ms. Mercer discussed her polling approach, stating she will refer people to the
157 Community Center for more information.

158

159 The Selectboard discussed funding options and tabled the matter until its next meeting, in two weeks. Ms.
160 Becker asked how people can express their support for the project. Ms. Mercer suggested a petition, an online
161 petition, or an email to the Selectboard.

162

163 **5. Burn Ordinance Discussion.**

164

165 Mr. Odit discussed the draft ordinance presented at the previous meeting and the option to fashion an ordinance
166 after State law, adding enforcement. The Selectboard discussed how other Town's handle permits and burn
167 ordinances. The discussed recent survey results and the importance of making sure the fire department is
168 informed. The Selectboard reviewed the draft ordinance with Mr. Odit, suggesting various changes and asking
169 for a summary.

170

171 **6. Digitization of Land Records.**

172

173 Jessica Alexander said the discussion started at Town Meeting to get money set aside for the project. She
174 presented a proposed contract, discussing the details with the Selectboard, including: microfilm storage; maps;
175 back scanning; system capability; storage; and the initial transfer. She discussed the benefits of the proposed
176 system. Ms. Alexander said the system is the best for its sorting capability. She said there were other companies
177 with lower bids, but the bids do not include hardware, software, maintenance, and other add-ons.

178

179 Ms. Alexander said this one has stable pricing and has the better value. She discussed various costs from 10
180 years ago and compared them to current costs, noting this contract will protect against this type of inflation
181 during the next 5 years.

182

183 Ms. Alexander discussed technical and maintenance aspects, stating this company has an excellent reputation for
184 service. Ms. Mercer asked about routine maintenance and antivirus updates. Ms. Alexander stated they were
185 included in the quote.

186

187 Ms. McMains asked about contract maintenance and upgrades. Ms. Mercer asked if the company can access
188 remotely. Ms. Alexander said yes to both and discussed the processes. Mr. Odit stated Ms. Alexander is hoping
189 the Selectboard will approve, pending the opinion of the Town's attorney. Ms. Alexander stated the attorney
190 approved this afternoon and presented his email to the Selectboard.

191

192 **7. Capital Budget Policy Discussion.**

193

194 Mr. Odit stated he is getting started on a Capital Budget and Plan. He presented a draft, along with a memo,
195 asking for direction from the Selectboard. He explained that it is time consuming at first, but it will make
196 subsequent years more efficient.

197

198 Ms. McMains said it is very nice and asked how roads fit into the plan. Mr. Odit explained it would depend on
199 the type of project. He said paving depends on the road itself and discussed the reasons to prioritize those,
200 noting safety concerns take priority. Mr. Odit explained the ranking system.

201

202 Mr. Odit stated this will help with budgeting and provide more detail. He said he will build on it each year. Ms.
203 McMains said it is very thorough and it is what the town's people looking for. Mr. Odit discussed how it will
204 work. The Selectboard said they really liked it.

205

206 **8. Acceptance of Veve Subdivision Trail Easement.**

207

208 **On a motion by Ms. Mercer, seconded by Ms. McMains, the Selectboard accepted the trail easement from the**
209 **Veve Subdivision and authorized Mr. Odit to execute the necessary documents. The motion passed 2-0.**

210

211 **9. Approval of 7/15/10, 8/3/10, and 8/19/10 minutes.**

212

213 **On a motion by Ms. Mercer, seconded by Ms. McMains, the Selectboard approved the 7/15/10 minutes as**
214 **amended. The motion passed 2-0.**

215 **On a motion by Ms. Mercer, seconded by Ms. McMains, the Selectboard approved the 8/3/10 minutes as**
216 **submitted. The motion passed 2-0.**

217
218 The Selectboard tabled discussion of the 8/19/10 minutes.

219
220 **10. Other Business**

221
222 Ms. McMains asked for an update on the pedestrian bridge and the easements from Champlain Oil. Mr. Odit
223 said there is nothing new. He said the Town needs VTrans to review and approve the right of way action plan,
224 which has been submitted to them. Mr. Odit said he will call to see why he has not heard back from them.

225
226 Ms. McMains asked that the Town send a letter to Quick Start PACE program. She said it would not cost the
227 Town money now and there are about 30 Town's writing letters. Ms. McMains said the more letters, the better.
228 She said the letters are intended to get the Legislature to adjust roles, to be able to get investors.

229
230 **On a motion by Ms. Mercer, seconded by Ms. McMains, the Selectboard agreed to submit a letter to VEIC**
231 **requesting participation in the Quick Start PACE program. The motion passed 2-0.**

232
233 Ms. McMains asked for an update on the Village Center Designation. Mr. Odit said Mr. Jensen submitted the
234 application the other day for consideration.

235
236 Ms. McMains said the streetscape project is nearing completion and the benches will not be done this year due
237 to money. She suggested the Selectboard honor Bob Penniman for his years of service with a bench and plaque
238 in front of the Town Hall.

239
240 **On a motion by Ms. Mercer, seconded by Ms. McMains, the Selectboard agreed to honor Mr. Penniman's**
241 **work with a plaque and bench. The motion passed 2-0.**

242
243 Mr. Odit gave an update on the streetscape project, noting the lights should be turned on tomorrow! He noted
244 an issue with some of the lights due to manufacturing and said he is working with the manufacturer to remedy.
245 Mr. Odit explained the problem and how it could be fixed. He said the in-pavement lights should be installed
246 next week and the project should be pretty much wrapped up. Ms. McMains suggested a ceremony to mark the
247 completion and asked about a target date. Mr. Odit said we should make sure the project is complete first. He
248 said he would look at the calendar and suggest some dates at the next Selectboard meeting.

249
250 The Selectboard discussed the digitization contract. Ms. McMains noted the Town's attorney is comfortable with
251 it.

252
253 **On a motion by Ms. Mercer, seconded by Ms. McMains, the Selectboard approved the contract, submitted by**
254 **the Town Clerk, for ACS Enterprise to digitize the Town Land Records. The motion passed 2-0.**

255
256 **On a motion by Ms. McMains, seconded by Ms. Mercer, the Selectboard meeting adjourned at 8:43 p.m. The**
257 **motion passed 2-0.**

2
3 **Selectboard Meeting**

4 **September 16, 2010 at 7:00 p.m.**

5 **Jericho Town Hall, 67 Vermont Route 15**

6
7 **Members present:** Catherine McMains (Chair), Tim Nulty

8
9 **Others present:** Todd Odit (Town Administrator), Jessica Alexander, Gail Schermer, Anna Smiles-Becker, Michael
10 Hebert, Olga Hebert, Jeremiah Alexander, Steve Nickerson, Larry Mobbs

11
12 Meeting called to order by Ms. McMains at 7:04 p.m.

13
14 **1. Public comment.**

15
16 There was none.

17
18 **2. First Class Liquor License Request – Mad Batter, Inc. DBA The Hungry Lion Restaurant.**

19
20 Mr. Odit stated this is a new license request and the company will be taking over from the Olde Yankee. He said
21 it has been reviewed and is recommended the license be granted, pending completion of the required class.

22
23 **On a motion by Mr. Nulty, seconded by Ms. McMains, the Selectboard approved the First Class Liquor License.**
24 **The motion passed 2-0.**

25
26 **3. Community Center Request.**

27
28 Ms. McMains stated the Selectboard had requested further information about how the Community Center is
29 used at the last meeting. She said she is impressed by how it is used and the amount of information received.
30 Ms. McMains stated that she supports the Community Center personally; however, the Selectboard must be
31 prudent with the taxpayer's money during these fiscal times. Mr. Nulty asked the record reflect that the absent
32 Selectboard member has indicated her support.

33
34 **On a motion by Mr. Nulty, seconded by Ms. McMains, the Selectboard approved the appropriation of \$2,000**
35 **to support the Community Center renovations. The motion passed 2-0.**

36
37 Ms. McMains suggested that if further funding is needed, it should be requested through the budget to allow the
38 residents to discuss at Town Meeting. Ms. McMains asked if emergency preservation grants are being requested
39 and a representative from the Community Center discussed various grant applications. They also discussed
40 money needed and funds raised to date.

42 Mr. Nulty said that Ms. Mercer took an informal poll about community support and the response was broadly
43 positive, but there were exceptions. Ms. Schermer discussed a recent situation where people in the community
44 needed to meet during a difficult time and the Community Center filled that need. Mr. Nulty suggested
45 gathering some specific examples together for Town Meeting. The Selectboard wished them luck with their
46 fundraising campaign.

47

48 **4. Burn Ordinance Discussion.**

49

50 Mr. Odit explained how he revised the draft ordinance based on feedback from the previous meeting. The
51 Selectboard discussed with Mr. Odit some of the specific sections and the thought process for each. Mr. Odit
52 noted that letting a fire smolder generates most of the complaints. Ms. McMains said the summary would be
53 small enough to post on the website and include a reference to the full ordinance.

54

55 Mr. Nulty asked if there should be discussions. Mr. Odit explained the various approaches that could be taken to
56 move the ordinance forward. The Selectboard discussed whether a public hearing should be held to discuss the
57 ordinance and decided it should, as part of a regular Selectboard meeting.

58

59 **5. Discuss DRB Sketch Review of Mobbs Parking Lot at Browns Trace Road.**

60

61 Mr. Odit said the presentation was made on September 9, 2010. He said there was discussion from the public at
62 the meeting, both in support and against the proposal. Mr. Odit stated he was hoping for a little more direction
63 from the DRB, particularly about whether a gate would be required. He asked for direction on how to proceed
64 and explained how the DRB process would work. Mr. Odit said there is time to think about and discuss it further;
65 noting the biggest question from the Town's standpoint is whether a gate will be required and where.

66

67 The Selectboard discussed the possible location and specifics of a gate. Mr. Odit noted there are solar powered
68 gates and discussed with the Selectboard the various possibilities. Ms. McMains noted that screening will be
69 part of everything. Mr. Nulty discussed the gate condition and Mr. Odit explained where the existing approval
70 would require the gate to be located. The Selectboard discussed the reasoning behind the gate and the
71 neighbor's safety concerns. Mr. Nulty said it could be argued that the location of the gate is not a material
72 change. Mr. Odit said we could meet the requirements of the current approval.

73

74 Ms. McMains said it would be helpful to know the costs. Mr. Odit said the next step would be to get a full set of
75 plans and estimated costs. Ms. McMains asked if there were any public comment on this matter. There was
76 none. The Selectboard discussed the benefits of changing the gate.

77

78 **6. Approval of 8/19/10 and 9/2/10 minutes.**

79

80 The Selectboard tabled discussion of the 8/19/10 and 9/2/10 meeting minutes.

81

82 **7. Other Business**

83

84 Ms. McMains noted that a petition was received at the previous meeting regarding parking issues at the Town
85 Hall. She noted the issue is being discussed, but the final coat of asphalt needs to be added before arrows can be
86 painted. Mr. Odit said the final coat of asphalt should be done next week, and then arrows and lines will be
87 painted. He said he would talk with Kenny about signs for delivery trucks.
88
89 Ms. McMains requested an update on the Streetscape Project, particularly the collars for the lamp posts. Mr.
90 Odit stated they have been ordered and should be received soon. Ms. McMains noted that the other street
91 lights have been shut off. Mr. Odit stated they have and it was done fairly quickly after the request was
92 submitted.
93
94 Ms. McMains stated the CCRPC and the CCMPO are coming. She gave Mr. Nulty an update on recent meetings.
95 Mr. Nulty relayed some discussions to Ms. McMains about rural community's concerns about a merger. He gave
96 some background on the actions taken and the political climate. Ms. McMains said they will discuss the merger
97 idea when they meet with the various Towns. The Selectboard discussed the issues and concerns surrounding
98 this idea.
99
100
101 **On a motion by Mr. Nulty, seconded by Ms. McMains, the Selectboard entered Executive Session to discuss**
102 **personnel issues at 7:47 p.m. The motion passed 2-0.**
103
104 **On a motion by Ms. McMains, seconded by Mr. Nulty, the Selectboard exited Executive Session at 8:15 p.m.**
105 **The motion passed 2-0.**
106
107 **On a motion by Mr. Nulty, seconded by Ms. McMains, the Selectboard appointed John Zwick as Zoning**
108 **Administrator and Seth Jensen as Deputy Zoning Administrator. The motion passed 2-0.**
109
110 **On a motion by Mr. Nulty, seconded by Ms. McMains, the Selectboard adjourned the meeting at 8:20 p.m.**
111 **The motion passed 2-0.**

2
3 **Selectboard Meeting**

4 **October 7, 2010 at 7:00 p.m.**

5 **Jericho Town Hall, 67 Vermont Route 15**

6
7 **Members present:** Catherine McMains (Chair), Tim Nulty, Kim Mercer

8
9 **Others present:** Todd Odit (Town Administrator), Seth Jensen, Charlie Baker, Michele Boomhower, Bert Lindholm,
10 Louise Miglionico, Leslie Nulty

11
12 Meeting called to order by Ms. McMains at 7:03 p.m.

13
14 **1. Public comment.**

15 Ms. Miglionico commented that the work done in Town looks very pleasing and the work people made it as easy
16 on the residents as possible throughout the project. She expressed her appreciation to the workers and
17 acknowledged how much work was involved in the project. She stated that the sidewalks are making people
18 comfortable and many people are using them. Ms. Miglionico noted how much safer people feel using the
19 sidewalks and how the project has brought attention to the fact that the area is a Historic District. She stated
20 that traffic is slowing down now that people can see how fast they are going.

21
22 The Selectboard discussed the possibility of obtaining a mobile speed indicator that could be moved around the
23 Town, stating it might address the speeding concerns of residents. Ms. Miglionico commended everyone
24 involved in the project on a job well done. She asked if the Town would consider decorating the lamp posts for
25 the holidays and presented a picture of the look she was thinking about.

26
27 The Selectboard discussed the fact that the new sign is not up yet and someone had driven across the sidewalk
28 and into the parking lot. They discussed the next steps, including a sign at the entrance and landscaping that will
29 make it clear where to enter.

30
31 Mr. Nulty suggested that a letter be sent to the contractor noting that residents are pleased with the outcome.
32 He also asked about looking into decorating the lamp posts. Mr. Odit said the staff could look into what options
33 are available and noted there are no outlets on the posts, so they would not be able to light the decorations.

34
35 Mr. Lindholm noted that decorating for the holidays would open up discussions about decorating for other
36 holidays as well. The Selectboard agreed to consider the implications before moving forward in any manner.

37
38 **2. CSWD Williston Compost Facility Budget – Bert Lindholm.**

39 Mr. Lindholm said there was a story in today's Burlington Free Press regarding this matter. He gave some
40 background on what has been considered and the various approvals received. Mr. Lindholm said the project is
41 estimated to cost \$2.2 million, noting that is \$1 million over the capital expenditures in the approved budget. He
42 noted there are reserve funds available, but they don't want to use all of the reserves at this time.

43

44 Mr. Lindholm stated that the Board has agreed to begin site work this fall, so that construction could begin in the
45 spring. He said there are two questions before the Selectboard at this time:

46 1) Does the Selectboard want a presentation on this particular budget item?

47 2) Would Jericho want to have a re-vote, with this expenditure added to the budget?

48

49 Ms. McMains asked what the response has been from the other towns. Mr. Lindholm said he doesn't know,
50 since the meeting was two weeks ago and all the committee members were asked to consult the individual
51 boards. He said that a vote would be required if ten of the eighteen towns request it. Mr. Lindholm said the
52 district has not gone over budget in many years, but rather has had excess funds which have been put into
53 reserves.

54

55 Ms. McMains said a compost facility is needed. Mr. Lindholm discussed the benefits of the facility. Mr. Nulty
56 said he is not alarmed that the project would be more than budgeted, but he is concerned that there could be a
57 vote and the district could ignore the results. He stated that the budget variance should be voted on. Mr.
58 Lindholm clarified that legally it could be done, since the charter is silent. Mr. Nulty felt a charter change is in
59 order. Mr. Nulty discussed the merits of the project and the importance of voting on the variance.

60

61 Ms. Mercer asked for more information on the overage. Mr. Lindholm said there is a list of items that are
62 required through the permitting process and gave some examples to the Selectboard. Leslie Nulty suggested
63 that if the Selectboard pursues a charter change that they consider a range of variance that would be acceptable,
64 so the members would not need to vote on every little variance.

65

66 **On a motion by Mr. Nulty, seconded by Ms. Mercer, the Selectboard approved requesting a vote on the budget**
67 **variance for the CSWD Compost Facility Project. The motion passed 3-0.**

68

69 Ms. Mercer stated she would like to know more about why the first estimate was so far off. Mr. Lindholm
70 explained that there were layers added on through the various application processes. He said he would ask the
71 Executive Director and the Engineer to come before the Selectboard to make a presentation.

72

73 Ms. McMains asked if there would be a discussion about potential franchising. Mr. Lindholm stated the request
74 for proposal is likely six months to a year away.

75

76 **3. CCMPO & CCRPC Merger Discussion – Michele Boomhower & Charlie Baker.**

77 Mr. Baker presented the Selectboard with a revised handout and Ms. Boomhower distributed the Meeting the
78 Challenge report for discussion. Ms. Boomhower gave some background on the project and explained the cost
79 savings and efficiencies achieved through the years as they work towards a merger of the organizations. She
80 explained that the Challenges for Change in the legislation accelerated the process and the Board is collecting
81 feedback from the communities involved. She said they are beginning with these meetings.

82

83 Mr. Baker noted the report goes into 2011 and beyond, intending to have a bottoms-up approach with the
84 towns. He said they are at the beginning of the process and wanting to make sure that the boards are open to

85 the discussion before proceeding. He said it could be an eight to eighteen month process and the intent is to
86 make improvements.

87

88 Mr. Baker said one of the challenges is that the RPC had 14% cuts in State grant funding, approximately \$45-
89 50,000. He said they have been reducing their budget, primarily through salaries with two positions being cut.
90 He said a merger is attractive because it would allow more flexibility in handling future funding cuts.

91

92 Mr. Nulty said that they are open to this type of discussion. He said there are a few points that should be made:

- 93 1) The legislature's major goal was reducing costs and they respect the efforts made to cut costs already. If
94 there is not room for more cuts, then perhaps we should say so and explain why. If the merger does not
95 involve budget cuts, why would the legislature be satisfied with that?
- 96 2) The political environment in January 2011 may be different than it was at the time that Challenges for
97 Change went through. There are still budget realities, but the political climate may change.
- 98 3) If the focus is on making the operations work better, then it should be discussed further in that way and not
99 trying to fix it in a reaction to the legislature.

100

101 Mr. Nulty said he has not heard any details of how the merger would really make things better. He asked for
102 some specific areas where policies conflict and focus on the problems, rather than focusing on the merger. Mr.
103 Baker said merger was discussed when they were hired. He said the Challenges for Change is not driving the
104 process, but rather nudged it along.

105

106 Ms. Boomhower said they have already changed some of the easy things, now it's the transportation and land
107 use issues that are important to segway into one organization. She noted the issues with volunteer recruitment.
108 Ms. Boomhower said the original language stated the two organizations would become one, but federal law
109 wouldn't allow that. She said it is common to have the two functions under the same supervision, rather than
110 conflicting with each other. She discussed some specific areas that are of issue.

111

112 Mr. Nulty said he is not convinced that you achieve more rationale just through combining them. He said it is
113 more an issue of management culture. Mr. Nulty said the other concern is that you are suffering from the
114 intense dislike of the school system. He said the public perception is that things have gotten worse. He said the
115 perception issue that will need to be dealt with is that power is shifting away from the towns.

116

117 Mr. Baker and Ms. Boomhower discussed with Mr. Nulty issues that came out in a meeting in September. Ms.
118 Boomhower said the overwhelming response has been that everyone is open to further discussion of the matter.
119 Mr. Nulty said there is a very real concern that there will be less representation of town specific views with this
120 process.

121

122 Ms. Mercer said initially it was hard to tell the difference between the two organizations because there are so
123 many similarities. She said that most people would wonder why there are two. Mr. Baker said there is a lot of
124 crossover. Mr. Nulty discussed an instance at a recent meeting, giving an example of how local input could be
125 discounted through the process. He said that doesn't mean the goals shouldn't be pursued.

126

127 Ms. Boomhower said one of the findings was that more training and integration of alternates is a priority. She
128 said little progress has been made due to this process. Ms. McMains stated that training needs to be done at the
129 commissions as well. Ms. Boomhower agreed and said a common concern is the workload for the Board if the
130 merger occurs. She said there is room to improve involvement, transparency, and training.

131
132 Mr. Nulty discussed how the three-person Selectboard works together as a team and the importance of each of
133 them being involved. Ms. Boomhower asked the Selectboard to continue providing feedback. Mr. Nulty said
134 they are considering establishing a rural caucus to represent the smaller towns.

135
136 Mr. Baker and Ms. Boomhower discussed the composition of each Executive Committees. Ms. Boomhower said
137 there are efforts in place to ensure that the rural communities are not over-ruled by the larger communities and
138 discussed the varying needs of each. She said they will strive to achieve the goals discussed and commented on
139 the new sidewalks. Mr. Nulty said they are open to dialogue. The Selectboard discussed the importance of the
140 services the Town receives from the organizations.

141
142 **4. Discussion of Riverside/Flats Market Study – Seth Jensen.**

143 Mr. Jensen gave a brief history of the study. He discussed the varied proposals received, which were reviewed by
144 the committee. He said the high estimate was \$30,000 from one of the national firms. Mr. Jensen said the
145 committee spent a lot of time reviewing what each study would accomplish and narrowed them down to a few
146 in the \$10-12,000 range.

147
148 Mr. Nulty asked about the UVM proposal. Mr. Jensen explained that it would not have met the various needs
149 and another study would have been needed in the future. He said he is now trying to determining how the cost
150 will be split between the three parties. The Selectboard discussed how costs with Underhill have been
151 traditionally been split.

152
153 Ms. Mercer asked if the study was based solely on credit card transactions, or if it would involve some polling
154 also. Mr. Jensen explained the options, getting a mix of interviews and transaction reporting. Ms. McMains
155 asked how this would integrate with the study of Dickenson Street. Mr. Jensen said this would assist with the
156 master planning of that area.

157
158 Ms. Mercer asked if the results would be made public. Mr. Jensen said if the Town funds it, the assumption is
159 that it would be a public document. Mr. Nulty clarified that there would be no personal information in it. The
160 Selectboard discussed the process for choosing the vendor and the funding of the study.

161
162 **On a motion by Mr. Nulty, seconded by Ms. Mercer, the Selectboard approved funding of the study up to the**
163 **required amount, subject to Underhill funding their portion of the cost as traditionally split between the**
164 **towns. The motion passed 3-0.**

165
166 **5. Trails Committee Discussion – Todd Odit & Seth Jensen.**

167 Mr. Odit said he looked into the Trails Committee as requested. He said the Planning Commission provided
168 information and has recommended establishing a limited duration task force. Mr. Odit said he established an
169 outline of responsibilities for the task force, which Mr. Jensen presented to the Planning Commission this week.

170

171 Mr. Jensen said the Planning Commission reviewed and discussed the outline. He said there are two types of
172 trails and pedestrian connections: recreational, and functional. He said it wasn't clear which would be the focus
173 of the task force. The Selectboard agreed it would be both and discussed how easements are obtained.
174

175 Mr. Jensen said the commission requested a list of tasks from the draft Town Plan relating to pedestrian
176 connections, which they will review and prioritize for the task force. Mr. Nulty asked if anyone else has come
177 forward to join the task force. Ms. McMains noted that it has not been advertised yet.
178

179 **On a motion by Mr. Nulty, seconded by Ms. Mercer, the Selectboard approved the creation of a task force, as**
180 **suggested, and advertising to recruit members. The motion passed 3-0.**
181

182 **6. Review Burn Ordinance Final Draft – Todd Odit.**

183 Mr. Odit discussed input from Mr. Tillotson on the final draft, stating those were incorporated. Mr. Odit and the
184 Selectboard discussed how the process would proceed.
185

186 **7. Obtain Selectboard Direction on FY12 Budget, Capital Projects, and Articles.**

187 Mr. Odit said this is an opportunity for the Selectboard to notify staff of anything they want included in the
188 budget. He discussed some items that were not accomplished due to the Streetscape Project and various office
189 needs. Mr. Nulty said he would like a separate category, or other identifier, for budget items that are statutorily
190 or otherwise required. Mr. Odit discussed providing a sheet that clearly describes the various expenses. The
191 Selectboard discussed the presentation and attendance of the Town Meeting.
192

193 Mr. Odit noted there will also be a capital budget and a capital plan, with an explanation of how reserve funds
194 will be allocated. He said the league offers an onsite capital budget planning workshop that may be beneficial.
195 Ms. Mercer noted that the cost could be shared if other towns were invited. Mr. Odit said it may be helpful to
196 keep it specific to Jericho, including the various areas of the Town. The Selectboard agreed.
197

198 Ms. McMains noted there is an upcoming training session dealing with conflicts of interest. Mr. Odit stated that
199 someone has already requested to attend. He said he will make everyone aware that it is available.
200

201 Mr. Odit noted that he requested the MPO include the Town in a pavement condition index update, to help
202 prioritize road paving projects. He said the last one was completed in 2004 and is outdated. The Selectboard
203 discussed continuing the 50% salary cut for Selectboard fees. Mr. Odit discussed how the Recreation Program is
204 currently operating and some ways to reduce the impact on the budget.
205

206 **8. Approval of 8/19/10, 9/2/10, and 9/16/10 minutes.**

207 **On a motion by Mr. Nulty, seconded by Ms. Mercer, the Selectboard approved the 8/19/10 minutes as**
208 **written. The motion passed 2-0, Ms. McMains abstained.**
209

210 **On a motion by Ms. Mercer, seconded by Ms. McMains, the Selectboard approved the 9/2/10 minutes as**
211 **written. The motion passed 2-0, Mr. Nulty abstained.**
212

213 **On a motion by Mr. Nulty, seconded by Ms. McMains, the Selectboard approved the 9/16/10 minutes as**
214 **written. The motion passed 2-0, Ms. Mercer abstained.**
215

216 **9. Other Business**

217 Mr. Odit requested approval of an amendment to the Streetscape cooperative agreement to release more
218 federal funds to the project.

219

220 **On a motion by Mr. Nulty, seconded by Ms. Mercer, the Selectboard approved amendment #2 of the**
221 **cooperative agreement with the State for the Streetscape Project, making more federal funds**
222 **available to the project. The motion passed 3-0.**

223

224 The Mr. Nulty clarified the budget impact. Mr. Odit noted that the paving is complete and it came in
225 under budget.

226

227 Ms. Mercer said she has received inquiries about the bike track issue on Plains Road. The Selectboard noted that
228 a DRB hearing is scheduled to handle the matter and there is not an ordinance in place to address such issues.

229

230 Mr. Odit noted that John Zwick started as Zoning Administrator.

231

232 Ms. McMains discussed local artists displaying their work in the building, noting the artists will be responsible to
233 include the prices and contact information, so the Town employees will not be involved in the sales.

234

235 **On a motion by Mr. Nulty, seconded by Ms. Mercer, the Selectboard entered Executive Session to discuss**
236 **personnel issues at 9:05 p.m. The motion passed 3-0.**

237

238 **On a motion by Mr. Nulty, seconded by Ms. Mercer, the Selectboard exited Executive Session at 9:30 p.m.**
239 **The motion passed 3-0.**

240

241 **On a motion by Mr. Nulty, seconded by Ms. Mercer, the Selectboard adjourned the meeting at 9:30 p.m. The**
242 **motion passed 3-0.**

2
3 **Selectboard Meeting**

4 **October 21, 2010 at 7:00 p.m.**

5 **Jericho Town Hall, 67 Vermont Route 15**

6
7 **Members present:** Catherine McMains (Chair), Kim Mercer, Tim Nulty

8
9 **Others present:** Todd Odit (Town Administrator), Seth Jensen, Paul Luciano, Tim Clark, Tom Baribault, Larry
10 Mobbs, Jessica Alexander
11

12
13
14 **1. Public Hearing.**

15 Catherine McMains summarized the burn ordinance. Catherine states what is permissible to burn which requires
16 a burn permit as well as what can be burned without a permit. She also adds that the smoldering of burn piles is
17 an issue and has often caused burning issues to be reported. She informed the public that this ordinance has
18 been sent to the Fire Warden and the Chief of the Underhill Jericho Fire Department and incorporated their
19 concerns. The Town has not had an ordinance for years, just a simple policy. The Policy laid out who could burn
20 and how, whereas the proposed ordinance includes enforcement. Tom Baribault thanked the board for the
21 electronic version of the summary and draft ordinance. Tom expressed concern if there is a way to encourage
22 people to compost or use the Solid Waste District as opposed to burning. His second question is if there's a limit
23 to the number of times one individual can burn within a year. Catherine follows up with a response to these
24 questions stating that some of the other towns are more strict with open burning and other towns are just using
25 the State regulations which do not limit the number of burns. She also stated that the key part of the ordinance
26 is the enforcement provision.
27

28 Todd Odit stated he would be happy to work with Tom to create a "Best Practices" handout regarding these
29 issues. Kim Mercer asked if the town could do a compost campaign and maybe buy in bulk some of the black
30 barrels. Also she stated that it's an awareness issue. Catherine McMains closed the public hearing.
31

32
33 Meeting called to order by Ms. McMains at 7:14 p.m.

34
35 **1. Public Comments**

36
37 No comments were made.
38

39 **2. Adoption of Ordinance Regulating Open Burning and Incinerations of Solid Waste**

40
41 **ON A MOTION BY MR. NULTY SECONDED BY MS. MERCER, THE SELECTBOARD ADOPTED THE ORDINANCE**
42 **ENTITLED ORDINANCE REGULATING OPEN BURNING AND INCINERATION OF SOLID WASTE. THE MOTION**
43 **PASSED 3-0.**
44

45 **3. LEPC Resource Preparedness Guide Adoption –Paul Luciano**

46 Paul Luciano stated that grant funds were available from VEM to produce a resource preparedness guide and
47 Local Emergency Planning Committee # 1(LEPC) decided to pursue the grant and guide. He explained that

FINAL

originally the guide was to help the towns in any chemical related spill emergency, however Local Emergency Planning Committee(LEPC) decided to make it an all hazardous preparedness guide. The guide will serve two purposes, for example, if Todd Odit became Emergency Management Director and had no experience with emergency management, he could look at the Resource Preparedness Guide and go through it and to become familiar with emergency response. The second purpose is as a resource for towns ranging from police contacts to an inventory of equipment for all towns.

ON A MOTION BY MR. NULTY SECONDED BY MS. MERCER, THE SELECTBOARD ADOPTED THE RESOURCE PREPAREDNESS GUIDE. THE MOTION PASSED 3-0.

4. Palmer Sidewalk Conceptual Plans Presentation – Seth Jensen

Seth Jensen explained that the project involved re-constructing the existing sidewalk that runs along the north side of Vermont Route 15 from Palmer Lane to the Jericho/Underhill town line. The conceptual plans also include a new stretch of sidewalk on the south side of Route 15. There have been two public hearings; one was held last fall and the other one this summer. The plan has been revised slightly since then and has proposed a five foot wide sidewalk on the north side which is the area to move forward with construction. Design for the South side will also be completed but construction is not planned at this time due to funding and some public opposition. Catherine McMains stated that the north side already has a sidewalk. Tim Nulty asked what the nature of the opposition is. Seth Jensen responds that some people are concerned about drainage, and shrubbery and the proximity of some of the residences to the location of the new sidewalk. Seth explained the issues could be addressed in the long-term. They have submitted the plans to VTRANS for their approval, which is needed in order to move forward with talking to property owners about right of way acquisition and other issues that may need to be addressed in any further design work. Selectboard approval of the conceptual plans is also needed.

Also, Seth Jensen wanted feedback from the Selectboard before they do go to preliminary design as to whether the Selectboard would prefer the sidewalk to be constructed with asphalt or concrete. Tim Nulty asked who was paying for the project. Seth Jensen responded that the project is funded with an 80% federal grant, requiring a 20% local match. Seth Jensen said that generally asphalt is less expensive to install than concrete. Tim Nulty asked how much more expensive is concrete versus asphalt. Seth Jensen replied that concrete is approximately \$100.00 per foot and asphalt is about \$80.00 per foot. Seth Jensen stated that the neighbors on the North side have requested asphalt.

ON A MOTION BY MR. NULTY SECONDED BY MS. MERCER, THE SELECTBOARD APPROVED THE CONCEPTUAL PLANS AS PRESENTED WITH A PREFERENCE FOR ASPHALT. THE MOTION PASSED 3-0.

5. Town Plan Review Scheduling – Seth Jensen

Seth Jensen informed the Selectboard that the Planning commission is close to having a draft town plan for them to review. There are a few minor tweaks that they are working on following the public hearing in September. Seth Jensen wanted to know about a time line for updating the Town plan because there is a deadline. The current town plan expires in 2011 and is valid for 5 years. He explained that because of Jericho's population we are required to hold at least 2 public hearings before adopting the plan. Seth explained that the Planning Commission should have a completed draft ready for the Selectboard to review by their next meeting. Seth Jensen submitted three possible time lines; the 1st would have the Selectboard starting the adoption in December finishing in January, the 2nd would start in February and completing in March. Catherine McMains stated that the concern with the second option is that they would be really pushing it to the deadline. The 3rd would be starting in December and finishing in February. Catherine McMains asks Seth if he had a particular one he would recommend. Seth stated that holding the first hearing now rather than later would allow the Selectboard to get a

sense of the public sentiment and also give the Selectboard a chance to look at the plan and discuss whether or not the Selectboard wanted to make any changes. Seth recommended holding the first hearing either the first or second meeting in December so that the Selectboard could either hold a 2nd hearing in January or February and be done with it or if the Selectboard needs more time then January, February and March are available. Kim Mercer asked if Seth has the plan. He stated that he does but the Planning Commission made some last minute changes. However, the Planning Commission could submit the Plan for the November 4th meeting, so the first hearing would be the 16th of December. Seth asked if he could warn the hearing for the 16th of December, and the Selectboard agreed.

6. Acceptance of Sidewalk Snowplowing Bid – Todd Odit

Todd stated that with the addition of the new sidewalks he felt it was best to put the sidewalk snowplow out to bid since it had been a couple of years since the last one. The Town received three bids from the highest of \$26,420.00 to a low of \$6,290.00. Tim Nulty asks why such a dramatic difference; is it because of material difference for that massive amount in price. Todd Odit stated that we may need to adjust the scope of work for the next snow season based on what occurs this season. Ms. Mercer asked how the contract was paid. Mr. Odit responded that it is a firm price billed monthly. Kim Mercer asked how many inches of snow warrants a plow. Todd Odit stated that plowing must occur when 2 inches of snow has fallen.

ON A MOTION BY MR. NULTY SECONDED BY MS. MERCER, THE SELECTBOARD AWARDED THE 2010-2011 SIDEWALK SNOWPLOWING BID TO TIMOTHY CLARK IN THE AMOUNT OF \$6,290. THE MOTION PASSED 3-0.

7. Approve Transfer of Road Improvement Funds for Paving Expense – Todd Odit

Todd Odit reminded the Selectboard that a few months ago the Selectboard moved a portion of unspent Highway money to the Road Improvement reserve fund in order to cover a portion of the cost of the paving expense for this fall. He informed the Selectboard that the paving had been completed and came in \$2,000.00 less than the bid which was nice to see. He asked the Selectboard to approve moving a portion of that money back to the general fund, in the amount of \$46,820.00, to offset a portion of the total paving cost of \$196,820.00. He explained that after making this transfer, the Road Improvement reserve fund would have a balance of \$202,196.00.

ON A MOTION BY MR. NULTY SECONDED BY MS. MERCER, THE SELECTBOARD APPROVED TRANSFERRING \$46,820 FROM THE ROAD IMPROVEMENT RESERVE FUND TO THE GENERAL FUND TO OFFSET A PORTION OF THE COST OF THE TOTAL FY11 PAVING PROJECT COST OF \$196,820. THE MOTION PASSED 3-0.

8. Approval of 10/7/10 minutes

ON A MOTION BY MS. MERCER SECONDED BY MR. NULTY, THE SELECTBOARD APPROVED THE MINUTES OF 10/7/10. THE MOTION PASSED 3-0.

9. Other business

Catherine McMains received an email from Bert Moffatt and he has decided to resign as a co-alternate to the Chittenden County Metropolitan Planning Organization & Chittenden County Regional Planning Commission. Kim Mercer recommends sending Bert a letter thanking him. Catherine McMains stated that the RPC had been awarded a HUD Sustainable Communities grant and that as a result, grants would be available to the towns. Todd Odit stated that he has given the board a letter from Secretary of Transportation to a resident of the Town who had sent VTrans a letter expressing concern about the pedestrian bridge. The secretary responded and copied the town and in the letter there was reference to the project being managed by the town instead of the

142 State. Mr. Odit explained that according to the agreement between the Town and the State, the State is
143 responsible for bringing it to final design and construction and the Town was to assist in acquiring all the
144 necessary right of way. Tim Nulty stated that it is in the Chittenden County Metropolitan Planning Organization
145 Plan but with no funding. Tim Nulty asked if they would give us the money and we would complete it. Mr. Odit
146 stated that we would not get the money, we would just do all the heavy lifting to move the project along. Mr.
147 Odit explained that the Town has tried to secure an earmark for the project, but it is his understanding that an
148 earmark won't be provided until the project is further along. Kim Mercer asked why we need to acquire right of
149 way, when there was a bridge there before. Mr. Odit explained that the big issue is stabilizing the wall of the
150 bridge on the Red Mill side. In order to do this they need a fairly large construction easement in order to go there
151 and do the work as well as a permanent easement to ensure the ability to do any repair work in the future.
152

153 Mr. Odit explained that if the project were to go through the Local Transportation Facilities process we would be
154 managing a project at least from design to construction we would have no hard dollars in but quite a bit of staff
155 time. Mr. Nulty asked what was wrong with that. Todd Odit stated that it is a difficult process because another
156 layer of involvement is added. He explained that he drafted a letter to send to VTrans to rebut the assumption
157 that the Town would manage the project.
158

159 Tim Nulty thinks the letter should be punchier and more direct to the state about what is happening with the
160 bridge. Tim Nulty also adds to put in the letter that this is the states responsibility. Kim Mercer has a concern
161 that there is an earmark request – Todd Odit states that he has spoken with Jeff in Senator Sander's office and
162 that we would like to fill out another request. Todd also adds that there are enhancement grants out there –
163 Todd has also spoke with Catherine McMains to possibly go to the state house to speak about the bridge to the
164 Transportation committee and to look for state dollars. Kim Mercer asks if we could talk to our representatives
165 about this, Todd states that technically it is not our bridge.
166

167 Tim Nulty asked if we could put a bridge in that would be ours and not theirs. Mr. Odit explained that the
168 estimate for the bridge is \$600,000.00. A new concept has been discussed that would have the bridge attached to
169 the road bridge. Tim asks what we need to get more forceful. Kim Mercer states that there is a safety problem
170 and wants to know what is it going to take to get the pedestrian bridge back up before someone gets hurts. The
171 selectboard wants to be more forceful to get this project moving along. Mr. Odit stated that he would revise the
172 letter and send it back to the board for their comment.
173

174 **ON A MOTION BY MR. NULTY SECONDED BY MS. MERCER, THE SELECTBOARD ENTERED EXECUTIVE SESSION TO**
175 **DISCUSS PENDING LITIGATION. THE MOTION PASSED 3-0.**
176

177 **ON A MOTION BY MR. NULTY SECONDED BY MS. MERCER, THE SELECTBOARD EXITED EXECUTIVE SESSION AT**
178 **8:25 PM. THE MOTION PASSED 3-0.**
179

180 **ON A MOTION BY MR. NULTY SECONDED BY MS. MERCER, THE SELECTBOARD ADJOURNED AT 8:26 PM. THE**
181 **MOTION PASSED 3-0.**
182
183
184
185
186

Selectboard Meeting**November 4, 2010 at 7:00 p.m.****Jericho Town Hall, 67 Vermont Route 15**

Members present: Catherine McMains (Chair), Kim Mercer

Others present: Todd Odit (Town Administrator), Amy Richardson (Secretary), Seth Jensen, Jessica Alexander, Tom Baribault, Olga Hebert, Mike Hebert, Bob Bolin

Meeting called to order by Ms. McMains at 7:06 p.m.

1. Public comment.

Mr. Baribault stated he had reviewed the final version of the Burn Ordinance on behalf of the Conservation Commission, which will prepare a brochure for best practices. He asked if there is a Fire Arms Ordinance in Town. Ms. McMains said no, noting there are very few ordinances. Mr. Baribault noted an issue which came up recently with neighbors who thought guns could not be shot in Town. Ms. McMains stated she is not aware of any restrictions and there have been no issues with this since she joined the Selectboard. Mr. Odit said there is no Fire Arm Discharge Ordinance in Town that he is aware of, but other Town's do have them.

2. Receipt of Draft 2011 Town Plan & Warn Public Hearing – Seth Jensen.

Mr. Jensen presented the draft plan prepared by the Planning Commission. He noted a public hearing was held on September 1, 2010. Mr. Jensen stated the existing Town Plan was adopted in 2006 and will expire in April 2011. He said he provided a side by side comparison, so it is easy to see what has changed, noting that formatting was the biggest change.

Mr. Jensen said a Power Point presentation was included which summarizes highlights and goals of each section. He noted that each section now includes goals, strategies, and implementation steps, describing each. He also provided the list of comments received and a summary of changes made to the Planning Commission's draft, as a result of the comments.

Mr. Jensen stated the Planning Commission is proposing amendments to the Zoning Map concurrently with the update. He noted that one set shows the proposed changes in Zoning Districts. He explained how the meeting should be warned and noted the Selectboard needs to hold at least two public hearings. Mr. Jensen said changes to the plan cannot be made within 15 days before the last public hearing. Ms. McMains clarified when changes can be made.

On a motion by Ms. Mercer, seconded by Ms. McMains, the Selectboard accepted the proposed 2011 Town Plan and proposed Zoning Map changes for public hearing scheduled for December 16, 2010. The motion passed 2-0.

43 The Selectboard thanked Mr. Jensen and the Planning Commission for their time and energy to complete this.

44

45 **3. Jericho Center Boardwalk Discussion – Seth Jensen.**

46 Mr. Jensen said this began in 2008 and the Town received a planning grant to investigate a Boardwalk between
47 Varney Road and Wilder Road in Jericho Center. He said a committee was formed to determine: how could it be
48 done; how it fit within the goals of the Town Plan; and how to minimize disturbance to wildlife. Mr. Jensen
49 discussed who was involved and noted a wildlife assessment was included. He said two public meetings were
50 held, September 2009 and June 2010. Mr. Jensen said a design was prepared based on those meetings, which is
51 included in the report along with cost estimates. He said the estimates were \$200,000 to \$250,000. He asked
52 the Selectboard whether they should move forward with the project and how.

53

54 Mr. Jensen discussed potential funding sources. He noted it would be most effective to work with an
55 organization like the Vermont Youth Conservation Corps (VYCC) and to apply for a recreation trail grant from Fish
56 and Wildlife for the design work. He said it is likely that some Town funds might be needed. Mr. Jensen said the
57 project would likely need to be done in phases. He said the project will require staff time, so they want to make
58 sure the Selectboard supports it before moving forward.

59

60 Ms. McMains asked if a Conditional Use Permit is not required from the State because it will be done mostly in
61 the buffer. Mr. Jensen said the use of piers is not considered a disturbance and doesn't require review by the
62 State Wetlands Office or the U.S. Army Corps of Engineers. He explained what is considered disturbance and
63 requires a permit. Mr. Jensen noted there is extra cost to build on the piers, but it does reduce the wetland
64 impact and does not require a State permit.

65

66 Ms. McMains noted how thorough the wildlife study is. She said it tries to mitigate any issues with transfers of
67 large and small animals; although some people noted some animals will be affected by additional human
68 presence.

69

70 Ms. Mercer asked what the purpose of the boardwalk is. Mr. Jensen said it connects Varney and Fitzsimonds
71 Roads to Jericho Center. He said it would not be a high traffic path, but noted the trail network is growing and
72 could connect to the boardwalk in the future. He explained it would likely be more passive and recreational use
73 than the sidewalks on Route 15.

74

75 Ms. Mercer clarified the location on the map and asked how much Town money has already been spent on the
76 project. Mr. Jensen said it would require a 20% match and less than \$2,000 has been spent already. Ms. Mercer
77 noted that staff time is also a cost.

78

79 Ms. McMains asked if any thought was given to completing the work during the winter to have the least
80 disturbance. Mr. Jensen said that could be considered, but he doesn't know if VYCC has people in the winter, so
81 it could cost more.

82

83 Ms. Mercer asked if the project is already in the budget. Ms. McMains said it is not, noting the Selectboard
84 needs to decide whether to move forward with the project and there has been a lot of preliminary work done
85 already.

86

87 Mr. Odit stated there are quite a few sidewalk projects pending. He discussed what money is available in the
88 budget and noted some of the projects and planning activities being considered. The Selectboard discussed the
89 timing of grants and asked about the matching. Mr. Jensen said a 20% match is required, which would be \$4,000
90 if the full grant was awarded. Mr. Odit discussed what money is in the sidewalk fund to offset costs in next year's
91 budget. Mr. Jensen noted a couple of other projects he was aware of and Mr. Odit said this project is the most
92 ready. Ms. McMains noted that she would hate to see the work wasted.

93

94 Mr. Baribault asked if there an alternative route, that might not be such a wildlife intrusion, was factored into the
95 analysis. He asked if there is a way to avoid going across the water. He also noted the approach from Jericho
96 Center side has a lot of knot weed and asked if this would introduce more knot weed into the wetland. Ms.
97 McMains said one of the suggestions in the study is to remove the invasives, cleaning up as part of this project.
98 She said it was also recommended to increase awareness, so people are not bringing more in with them.

99

100 Mr. Baribault stated that in addition to being a recreational asset, there is interest in Town for alternative
101 transportation. He said that objective would be achieved by this, as several dozen households could make use of
102 the boardwalk. Ms. McMains noted people couldn't bike across, but they could walk the bikes across. Mr.
103 Baribault discussed parking issues in the area.

104

105 Ms. Mercer said she doesn't know what the Trail Committee's priority is. She said she understands the allure
106 since this is ready to go, but she feels the Safe Routes to School should be the priority. Ms. McMains noted how
107 the project adds to the quality of life and community. Mr. Odit discussed timing, noting that a lot of ground
108 would not be lost if the project is delayed a year. He said the delay could provide the Selectboard an opportunity
109 to transfer money into the sidewalk fund to be available later.

110

111 The Selectboard thanked Mr. Jensen and the Committee for their work, noting they will incorporate the project
112 into the Capital Budget.

113

114 **4. Update on Mobbs Farm Parking Lot – Todd Odit.**

115 Mr. Odit said he briefed the Selectboard on the DRB Sketch Plan Review of what is referred to as Option 1, for
116 reference not necessarily the priority. He noted that during the interim the Selectboard had discussed
117 implementing the current DRB approval, which is referred to as Option 2, which would require installing a gate
118 near Browns Trace Road and doing the landscaping as required. Mr. Odit said the Selectboard had asked for an
119 estimate for Option 1, which he got from the Town Engineer, assuming it would be done with a contractor. He
120 said the estimate was approximately \$25,000, which didn't include any landscaping which may be required,
121 which would add another \$3,000 to \$5,000. He noted that a gate may also be required, based on public
122 comment at the hearing, which would be an additional cost. Mr. Odit stated Option 2, using the existing
123 approval, is estimated at \$11,000 to \$13,000, with a solar powered gate and landscaping. He said Option 3
124 would use the existing lot and move the gate in front of the existing lot. He said it would result in a slightly
125 cheaper gate because the span is less and the Town could possibly run power to it, making it more reliable.

126

127 Mr. Odit noted that Option 3 would remove a gate that the Highway Department would need to deal with, so
128 from a cost and an operational standpoint it seems that Option 3 would be a good choice. He said he discussed

129 this with the Mobbs Committee and they feel it is the way to go, if we could use the investments already made
130 and not make further changes to the landscape. He said originally they did not like the park or the gate closing
131 at a specific time, but they could support the gate closing at 9:00 p.m. as a good compromise. He asked for
132 direction from the Selectboard on how to proceed.

133

134 Ms. Mercer clarified the Mobbs Committee prefers Option 3 and it is the least expensive. Mr. Odit said yes the
135 committee prefers it and it would potentially be less expensive. He said it would not be more expensive than
136 Option 2 and it will not hinder Highway Department operations. He discussed the concerns from the Highway
137 Department.

138

139 The Selectboard and Mr. Odit discussed which options would require a new application to the DRB, versus an
140 amendment. They discussed the benefits of Option 3, noting it meets the spirit of the DRB's intention: to meet
141 the need for parking; to protect the neighbors; to get the landscaping done; and to allow a line of sight from
142 Browns Trace Road to the parking lot.

143

144 Mr. Hebert stated that when the DRB approved the permit there was a condition to screen the parking lot within
145 three years, which was over six months ago. Mr. Odit said the parking lot has been closed. Mr. Hebert said the
146 condition didn't say that, noting there are three trees there now and the condition has never been met. Mr. Odit
147 reiterated the parking lot has not been in use. Mrs. Hebert clarified that it has not officially been in use. Mr. Odit
148 said the permit would trigger the three year requirement. Mrs. Hebert clarified whether that was Mr. Odit's
149 opinion, or a legal opinion. Mr. Odit stated it was his opinion. Mrs. Hebert noted that moving the gate still
150 allows inappropriate stuff to go on in the road and doesn't address their concerns.

151

152 Mr. Baribault asked where it was moving and Mrs. Hebert clarified the gate would move from Browns Trace Road
153 to the mouth of the parking lot. She noted that objectionable things are happening there during the day and
154 discussed a specific example. Mrs. Hebert said that moving the gate does not address their concerns.

155

156 Ms. McMains discussed the need for the road to be open for Town vehicles. Mr. Hebert discussed other issues
157 with the road. Ms. McMains asked everyone to consider the road crew's needs also.

158

159 Mr. Bolin asked if a fourth option has been considered, to do what was agreed upon at site plan review. Ms.
160 McMains said after the DRB approval with a gate there were still issues. She said they have decided to work
161 within the approval and have come to Option 1, which is similar. She noted that the key to the changes is that
162 the Road Foreman had concerns.

163

164 Mr. Bolin noted the foreman was consulted at the time. Ms. McMains said they are still working to address
165 concerns and find alternatives. Mr. Bolin asked if the Town obtained an estimate for the option agreed to at
166 mediation. Mr. Odit said they did not because the plan from mediation did not include a gate.

167

168 Mr. Bolin said he thought the issue was settled and noted his concerns with the process and people involved. He
169 asked Mr. Odit to share with the Selectboard the information he submitted to the DRB. Mr. Odit explained how
170 the issue came back before the Selectboard recently and the actions taken since then, resulting in the options

171 discussed earlier in the meeting. Mr. Bolin stated there is a substantial amount of history, about seven years, and
172 they thought an agreement had been reached.
173
174 Ms. McMains explained that the Town has a valid permit with the conditions of landscaping and a gate. Mr. Bolin
175 said they were told a gate would not be installed at the meeting, which two members of the current Selectboard
176 attended. Ms. McMains clarified that the DRB required a gate, no matter what the Town wants.
177
178 Mrs. Hebert noted that the DRB urged the Town to work with neighbors to compromise. He said mediation was
179 recommended by the Mobbs Committee, but the meeting held was not mediation. Ms. Mercer asked if there is
180 a problem with having a gate and landscaping. Mrs. Hebert clarified that they want the gate on Browns Trace
181 Road.
182
183 Mr. Hebert asked about a concern regarding traffic on Fitzsimonds Road. Mr. Odit said he has not seen increased
184 traffic, but the issue resulted from a landowner on Saxon Hill closing a number of trails to individuals of the
185 Fellowship of the Wheel. Mr. Hebert asked if the parking lot is being built for them. Ms. McMains stated that a
186 lot of people throughout the community use it.
187
188 Mr. Odit noted the Town is required to have a certain number of parking spaces available and without the
189 parking lot, they do not have them. Mr. Hebert asked if the Town is willing to support the club's 400 members.
190 Mr. Bolin said he was told the parking lot location was agreed upon, now he has concerns the Town will change it
191 piece by piece and do it the way they want to. He showed the Selectboard the working document from the
192 meeting. He indicated where the gate is and presented an estimate for a 20' rolling gate.
193
194 Those in attendance discussed the purpose of a gate and concerns about the parking lot, discussing some
195 potential solutions. Ms. Mercer noted there are many considerations into this situation. She stated that
196 decisions are not being made in private; the process is messy, but there is no intention. The Selectboard and Mr.
197 Bolin discussed further the history of the parking lot and meetings. The Selectboard noted the topic is still in
198 discussion and discussed procedure.
199
200 Ms. McMains stated she feels it is important for the full Selectboard to be present before deciding how to
201 proceed. Mr. Baribault noted landscaping continues to be a concern. He discussed the financial impact of using
202 local materials and meeting the diameter requirements in the permit condition. Ms. McMains said it needs to
203 get started, but it needs to wait for a full Selectboard to decide.
204
205 **5. Approve Transfer Out of Heavy Equipment/Vehicle Reserve Fund – Todd Odit.**
206 Mr. Odit said the Selectboard approved transferring money into the reserve fund to purchase a new highway
207 truck. He said the truck has been purchased, so he is requesting approval to transfer the money out of the
208 reserve fund to make payment.
209
210 **On a motion by Ms. Mercer, seconded by Ms. McMains, the Selectboard approved transferring \$21,000 from**
211 **Heavy Equipment/Vehicle Reserve Fund to fund the purchase of a new highway truck. The motion passed 2-**
212 **0.**
213
214

215

216 **6. Approve Town Hall Parking Sign Application – Todd Odit.**

217 Mr. Odit said he would like to put in a sign for the Town Hall and Methodist Church to help direct people to the
218 shared driveway. He noted the directional sign needs a permit. He requested approval to apply for the permit,
219 order the signs, and waive the fee. The Selectboard discussed the design and requested the filigree be darkened
220 to make a clear separation.

221

222 **On a motion by Ms. Mercer, seconded by Ms. McMains, the Selectboard approved: the design of the Town**
223 **Hall Parking Sign, with changes discussed; application for permit; and waiving the application fee. The motion**
224 **passed 2-0.**

225

226 **7. Approval of 10/21/10 minutes.**

227

228 **On a motion by Ms. Mercer, seconded by Ms. McMains, the Selectboard approved the 10/21/10 minutes as**
229 **amended. The motion passed 2-0.**

230

231 **8. Other Business**

232 The Selectboard discussed the recent joint meeting of the Chittenden County Metropolitan Planning
233 Organization and Regional Planning Committee, which they attended. They noted the following topics were
234 discussed: bylaws, marketing, branding, budget, vision, mission, board retention, and training. They noted that
235 many Towns are concerned about losing a voice if there is a merger of the two. The Selectboard discussed what
236 efficiencies might be gained, including project based committees. They also discussed alternative ways for
237 committees to accomplish their work, without so many in person meetings.

238

239 Mr. Odit said the VNA has asked if the Selectboard would like to meet with them before Town Meeting. The
240 Selectboard did not think a meeting was necessary since the VNA had properly addressed the concerns.

241

242 Mr. Odit reminded the Selectboard that Underhill plans to meet with the Sheriff next week to talk about an
243 alternative to the State Police coverage. The Selectboard discussed who would attend, determining Ms.
244 McMains would attend if Mr. Nulty is not available.

245

246 **On a motion by Ms. Mercer, seconded by Ms. McMains, the Selectboard entered Executive Session to discuss**
247 **personnel issues at 8:37 p.m. The motion passed 2-0.**

248

249 **On a motion by Ms. Mercer, seconded by Ms. McMains, the Selectboard exited Executive Session at 8:45 p.m.**
250 **The motion passed 2-0.**

251

252 **On a motion by Ms. Mercer, seconded by Ms. McMains, the Selectboard adjourned the meeting at 8:46 p.m.**
253 **The motion passed 2-0.**

Selectboard Meeting

November 18, 2010 at 7:00 p.m.

Jericho Town Hall, 67 Vermont Route 15

Members present: Catherine McMains (Chair), Kim Mercer, Tim Nulty (via phone)

Others present: Todd Odit (Town Administrator), Amy Richardson (Secretary), Tom Moreau, Ann Broekhuizen, Richard Frick, Mary Neighbours, Olga Hebert, Mike Hebert, Mark Walker, Arthur Shelmandine, Randy Clark, Todd Fisher, Craig Butkus, Bob Bolin, Derek Burkins, Barry Driscoll

Meeting called to order by Ms. McMains at 7:06 p.m.

1. Public comment.

Ms. Broekhuizen expressed her frustration with the motocross facility on Plains Road and the whole process. She said the group has had to hire a lawyer and paid a lot of money. She said they found out a Town employee wrote a letter allowing family to use track while DRB was deliberating and they are appealing the letter. Ms. Broekhuizen said they will incur additional expense and they are very frustrated. She said the noise ordinance needs to be changed so it can be enforced and the Town should be checking on motocross facilities in residential areas.

Ms. McMains said she understands the frustration, but the Selectboard cannot address the situation when there is an active application before the Development Review Board (DRB). She said the Selectboard can address the process and agreed that the noise ordinance needs to be reviewed. Ms. McMains suggested that the matter could be discussed further during the public hearings the Selectboard will have to address the Town Plan. The Selectboard discussed another noise issue and the fact that these are quality of life issues. Ms. Broekhuizen recommended someone from Montpelier who assists Towns in writing ordinances.

Mr. Frick noted the group has been trying to meet with the Selectboard and asked how to do so. Ms. McMains explained the Selectboard cannot get involved in an active application, but they would be willing to discuss any other issue individually or together. Mr. Frick, Ms. Broekhuizen, and Mr. Nulty discussed a missed meeting and unreturned phone messages. The Selectboard discussed the status of the issue noting: the DRB denied the application; Mr. Zwick issued a letter; and the citizens are appealing the letter.

Mr. Odit noted that the appeal hearing is scheduled to be held on December 9, 2010. He said the Selectboard can address through the noise ordinance or the Town Plan. The Selectboard discussed whether they could participate as an interested party, deciding to discuss with the Town attorney first so they do not jeopardize the process.

Ms. Neighbours said she appreciates the Selectboard listening to the concerns. She expressed concerns about the process and the potential for further issues if the Selectboard gets involved now. Ms. McMains explained

43 that some of the delay was a result of the Zoning Administrator position being unfilled and they are working to
44 get caught up. Ms. Broekhuizen expressed concern that people can build structures on their property and
45 request a permit after the fact if someone notices.

46

47 Mr. Walker said he is part of the same group, but he has another issue with a neighbor who is shooting a loud
48 rifle. He said the Town does not have an ordinance and asked what the process is to get an ordinance passed.
49 He said it is dangerous and discussed some recent situations. The Selectboard made some suggestions,
50 including: contacting the local Game Warden, and contacting the police. Mr. Walker said the State Police were
51 unresponsive because they were not shooting directly at a house and noted his concerns about ricochets. Mr.
52 Odit explained that the Selectboard can adopt an ordinance or a resident can petition for an ordinance. The
53 Selectboard discussed the process and timing.

54

55 Mr. Shelmandine expressed concerns about Skunk Hollow Road traffic and the continued improvements to the
56 road that allows more traffic at a higher rate of speed. He discussed a document presented to the Town about
57 attributes of dirt roads that are desirable (i.e. trees), noting many trees have been cut down along the road. The
58 Selectboard discussed the safety issues that required removal of the trees.

59

60 Mr. Shelmandine discussed the guardrail that was installed. He noted that many of the people driving on the
61 road are not Town residents, but the residents are paying for it. The Selectboard explained the rationale for
62 installing the guardrail. Mr. Shelmandine stated the guardrail was installed just shy of where cars are going off
63 the road and he discussed traffic issues on the road. The Selectboard asked for suggestions. Mr. Shelmandine
64 suggested removing the pavement. The Selectboard noted that a safety study of the road is being conducted
65 and that police coverage will be discussed during the budgeting process.

66

67 The Selectboard heard the concerns mentioned and will address through the process as they are able.

68

69 **2. CSWD Presentation of Compost Facility Cost – Tom Moreau.**

70 Mr. Moreau gave a presentation about cost overruns of the proposed Williston compost facility budget. The
71 following are highlights and topics covered during the presentation:

- 72 • 47,000 tons/year of biodegradable organics
- 73 • 16,000 tons/year (34%) are being composted
- 74 • Impact of organics in the landfill
- 75 • Amount diverted from the landfill is about 44%
- 76 • Garbage equals commodities
- 77 • Organics can be processed cheaper than throwing them away
- 78 • Strategy is to maintain diversion (provided examples of how and discussed a study)

79

80 Mr. Moreau explained the compost facility has a compressed timeline due to the Intervale Compost permitting
81 and legal issues. He said CSWD purchased their assets under an agreement with the Vermont Attorney General's
82 office and discussed the agreement. He discussed the compost facility's evolution.

83

84 Mr. Moreau said they chose the Williston site and estimated the project to cost \$1.25 million. He said the
85 budget passed in March 2010 using the estimate. Mr. Moreau stated the costs were underestimated due to the

86 lack of information available at the time and the change from an interim to a longer term facility. He said the
87 new estimate is for \$2.24 million, but many of the bids are coming in slightly under budget.

88
89 Mr. Moreau discussed CSWD's budgeting process. He stated that all permits are now in place. He discussed:
90 facility safeguards; detail of cost estimates; and new items added. He said the cost is now down to just over \$2
91 million.

92
93 Ms. Mercer noted that items so far have come in about 30% under the estimate and asked if there is any way to
94 know how the rest will be. Mr. Moreau discussed the pieces that have come under budget so far and the pieces
95 remaining to be bid out, noting that it is unlikely the remaining pieces will be under budget to the extent they
96 have seen so far.

97
98 Mr. Nulty asked how the facility would be financed. Mr. Moreau explained the funding choices, as follows: using
99 the reserves; going to the voters for a tax exempt bond issue; using Build America Bonds; using Certificates of
100 Participation; or using some combination of these choices. He said the Board voted to use the reserves, paying it
101 back at a rate of 2.75% over 10 years, into the capital fund. He discussed the debt repayment plan.

102
103 Mr. Moreau discussed the organics project flexibility and market. He asked if Jericho wanted to revote on
104 CSWD's Fiscal Year 2011 Capital Budget, noting the net increase would be \$755,000. The Selectboard explained
105 the reasoning for the presentation and expressed their appreciation.

106
107 On a motion by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard approved the variance in the budget for**
108 **the proposed compost facility, together with the proposed financing, as presented.** The motion passed 3-0.

109
110 **3. Underhill-Jericho Fire Department & Essex Rescue Update – Chief Randy Clark & Craig Butkus.**

111 Mr. Clark stated they wanted to bring the Selectboard up-to-date on how Underhill-Jericho Fire Department
112 (UJFD) and Essex Rescue are working together to cover Jericho.

113
114 Mr. Butkus provided an update on rescue operations, noting the goal of ensuring appropriate covering during the
115 day, during the week, when there is the highest volume of calls. He discussed how coverage is being handled
116 using a mixture of paid staff from Essex Rescue, UJFD's full time Duty Officer (Harry), and volunteers from both
117 organizations. Mr. Butkus discussed certification levels and the challenges presented when Harry is taken out of
118 service for 2-3 hours per call. He stated that there are volunteers interested in covering evenings out of the fire
119 station, if there were sleeping quarters. Mr. Butkus said the goal now is to get UJFD running 24 hours a day, 7
120 days a week.

121
122 Mr. Nulty asked for information regarding the number of calls running out of Underhill. Mr. Butkus estimated
123 there are about 250 calls in Jericho each year and about 120 of the calls are responded to from Underhill.

124
125 Mr. Clark explained that when the Duty Officer position was formed, over three years ago, there was enough
126 work to keep the position busy for 40 hours a week. He explained how the position has grown in the community.
127 Mr. Clark discussed the increasing need for Harry to be the driver since the end of summer. He noted the

128 improved response time from Underhill and explained how the response time can be longer when the station is
129 not staffed.

130

131 Mr. Nulty asked if there is a need to increase paid staff. Mr. Clark said they are at a growing point and have been
132 discussing how to fill the need. He noted that one idea was for UJFD fill a position that would contract half its
133 time to Essex Rescue.

134

135 Ms. Mercer asked about volunteer recruitment. Mr. Butkus said their volunteer levels are at an all time high, but
136 the difficulty is maintaining coverage with the different certification levels. He said the hardest time is daytime
137 during the week.

138

139 Ms. McMains noted that this is one of the county-wide issues being discussed by the Regional Planning
140 Commission (RPC). Mr. Clark explained that this is an informational discussion. He said they would like a sense
141 of how the Selectboard feels, whether they should continue growing piece by piece, or have more guaranteed
142 coverage. The Selectboard discussed the Town's support of fire and rescue coverage, budgetary considerations,
143 and expense sharing between Jericho, Underhill, and Essex Rescue.

144

145 Mr. Butkus discussed the unique and exciting nature of the project. He noted how it is most economical to team
146 up, splitting the position in some manner. He discussed shared location, shared full time staff, and shared
147 volunteer personnel working together to support each other.

148

149 Mr. Clark discussed his transition to Honorary Chief in January 2011 after serving as Chief for 10 years. Mr. Nulty
150 noted the Selectboard's disappointment that Mr. Clark would no longer be Chief. Mr. Clark discussed the
151 advantages of change. He suggested forming a committee including: a Selectboard member from Underhill and
152 from Jericho; members from UJFD; and members from Essex Rescue. Mr. Clark discussed how the current
153 facilities could be modified to accommodate the growth, noting they are trying to determine if it is the right time
154 to start the process. The Selectboard expressed their appreciation.

155

156 **4. Riverside Market Study Discussion – Seth Jensen.**

157 Mr. Jensen gave a brief history of discussions and approvals related to the study. He noted he is unsure how
158 much additional funding Underhill will add. Ms. McMains said her sense is that Underhill feels it is a good idea,
159 but are still unsure how much money to appropriate. Mr. Jensen stated he sent more information to them as to
160 why it is beneficial to Underhill, as well as Jericho.

161

162 The Selectboard discussed the amount approved to fund the study, which was up to \$6,000 of the cost. The
163 Selectboard discussed the scope of the study and who would be included in the poll. Mr. Jensen explained that
164 the proposals include more detail of the approach and the methodology, including identifying the area. The
165 Selectboard discussed how the study impacts the Town and the benefits of the study.

166

167 Mr. Jensen said they have two proposals and he cannot award it until he has the money to fund the study. The
168 Selectboard discussed the funding split. Mr. Odit explained it is a timing issue and feels the effort should move
169 forward. The Selectboard discussed the impact on Underhill and Jericho. Ms. Mercer asked who will manage
170 the work. Mr. Odit explained the Town awards the contract and will manage the study. Ms. Mercer clarified

171 roles of those involved. Mr. Jensen explained how a small committee reviewed the proposals to ensure
172 independence.

173
174 On a motion by Mr. Nulty, seconded by Ms. Mercer, the Selectboard authorized staff to award a contract for
175 the study with funding up to \$6,000, pending 50% of the cost coming from Mr. Villeneuve. The motion
176 passed: 2 approved, 1 abstained.

177
178 **5. Municipal Planning Grant Resolution – Seth Jensen.**

179 Mr. Jensen stated the Planning Commission would like to apply for a Municipal Planning Grant to conduct a
180 Town wide build out analysis and infrastructure assessment, working with the Regional Planning Commission.
181 He explained the analysis will determine how much could happen in Town under current zoning, determining
182 impacts on traffic, fire protection, etc. He said this would assist in answering questions raised during the
183 updates to the Town Plan. Mr. Jensen explained how it would help with capital planning as well. He explained
184 there is no match with an award under \$8,000, but it will require some staff time. Ms. McMains asked if it
185 would be enough money. Mr. Jensen discussed the cost estimate, stating it should be close to \$8,000 for what
186 they are looking for.

187
188 On a motion by Ms. Mercer, seconded by Ms. McMains, the Selectboard approved a resolution authorizing
189 staff to apply for the Municipal Planning Grant described by Seth Jensen. The motion passed 3-0.

190
191 **6. Mobbs Farm Parking Lot Discussion.**

192 Mr. Odit gave a quick update noting the following options were discussed at the last meeting:

- 193 1) Go forward with the driveway by the highway garage with a different access road running through the unused
194 lot (requires DRB approval);
195 2) Go forward with the existing 2007 DRB approval, installing landscaping and a gate near Browns Trace Road; or
196 3) Use the existing parking lot, putting a gate in front of the parking lot (requires an amendment from the DRB).

197
198 Ms. McMains noted the estimated costs, as follows:

- 199 Option 1: \$25,000;
200 Option 2: \$11-13,000;
201 Option 3: same as option 2.

202
203 Ms. McMains noted receipt of a letter from Mr. Bolin. She explained the issue stems from the transitions in the
204 Town Administrator position. She said the agreed upon solution required DRB approval and the application was
205 not made. Ms. McMains discussed the history and said the Selectboard needs to decide whether to return to
206 the DRB or how much money to spend on the project.

207
208 Mr. Bolin asked if there is an estimate of Option 4. Ms. McMains clarified that Option 4 was the option discussed
209 with the neighbors, using the Town garage driveway. Mr. Nulty noted the concerns of the Highway Department
210 with that option. Ms. McMains also noted the area is being used as a sand pit, so there would be additional cost
211 to move it. Mr. Nulty elaborated on the concerns raised with Option 4. He said the main point is to get people
212 using a parking lot, out of the neighbor's view, which is accomplished no matter which way the road goes.

213

214 Mr. Bolin said that Option 1 is not as bad as the others. He stated he doesn't understand the Highway
215 Department's objections to Option 4. He said he is looking to the future and seeing what might happen in ten or
216 fifteen years.

217
218 Mr. Odit explained there are two issues: 1) the length of road the Highway Department would share with other
219 vehicles; and 2) the restrictions it would put on highway vehicles because of the fence or berm. Mr. Nulty
220 expressed interest in discussing the matter further with the Highway Department. Ms. McMains noted the need
221 to get an estimate of the cost also.

222
223 Mr. Burkins explained there would be a separation with that option, which reduces the cost and protects the
224 garage. He noted they would not be sharing the same road or have access to the garage. Mr. Nulty explained
225 that in Option 4 they would have to share the road for a short time after the entrance to the current parking lot
226 until reaching the parking lot behind the hill. Mr. Burkins pointed out there would be line of sight the entire way.
227 Mr. Bolin noted it would be a safer intersection. The Selectboard discussed the process and how to proceed.

228
229 Mr. Bolin asked if Mr. Barkyumb saw the plan. Mr. Nulty said he did, noting there are multiple considerations
230 here and he would like to hear from him. Mr. Burkins asked who recommended going back to DRB for approval
231 and why is the option off the table. The Selectboard said the option is not off the table, but there is a lot of
232 opposition. Ms. McMains reminded everyone that any of the options that go through DRB could be denied and
233 Option 2 remains a valid approval. Ms. Mercer asked why Option 2 was not appealed. Mr. Nulty discussed the
234 gate requirement. Mr. Burkins said that should be it because there is DRB approval and it was a public process.
235 The Selectboard discussed why the gate requirement was not satisfied and the ensuing process.

236
237 Ms. Hebert commented that she assumed zoning regulations were in place to protect citizens from having a
238 parking lot built in their backyard. She discussed how the process has been messy and how established
239 procedures were not followed. Ms. Hebert said the gate addressed their concerns, so they had no reason to take
240 it further. She discussed how they met to work out a solution which was not implemented. She asked that the
241 process be followed.

242
243 Ms. McMains said that is why the matter is being discussed. She discussed how it moved through the process
244 and required DRB approval for the changes which were agreed to. Ms. Hebert expressed her frustration and Ms.
245 Mercer noted that there was nothing deliberately done in the process.

246
247 Mr. Burkins discussed how an electronic gate was not an option before, but it is now. He stated the public
248 process went on for two years. He said he feels it should just be installed since there is a decision in effect. Mr.
249 Bolin noted his agreement. Mr. Burkins discussed the public process.

250
251 Mr. Bolin read an excerpt from a DRB letter to the Town dated April 8, 2008. He noted this is one decision for the
252 Selectboard, but it will be in their backyard for years. Ms. McMains explained the requirement to get DRB
253 approval for any changes, even if they are agreed upon with the neighbors. Mr. Bolin read from a letter dated
254 July 3, 2007 from the DRB, noting that Section 601.3.3 requires screening within three years. The Selectboard
255 explained that the three years have not begun because the parking lot is not in use.

256

257 Mr. Driscoll stated he is the Co-Chair of the Mobbs Committee. He said the committee met with Mr. Odit to
258 review the alternatives being considered and agreed on one, not the existing approval. He said they prefer to
259 move the gate to the parking lot. Mr. Driscoll noted that the committee members also met with Mr. Bolin, Mr.
260 Hebert and Mr. Nulty to discuss alternatives and met with the Road Foreman at that time. He recommended not
261 voting on it tonight. Mr. Driscoll said the committee agreed to the option with a gate in front of the parking lot,
262 but would also be happy with the option behind the hill.

263
264 The Selectboard discussed requesting that Mr. Barkyoub participate in the discussion and obtaining a cost
265 estimate of the other option. They also discussed concerns about locating the parking lot behind the hill and the
266 Town's liability. Ms. Mercer stated she feels like a decision was already made and it is what was approved by the
267 DRB. Mr. Bolin stated they felt this was settled. Ms. McMains explained it was not settled because it did not go
268 back to the DRB.

269
270 Ms. McMains asked the Town Administrator to schedule a meeting with Mr. Barkyoub. Mr. Hebert invited the
271 Selectboard to visit their house and look at the view to understand why they are adamantly against it. The
272 Selectboard discussed screening which is required. Mr. Hebert noted some of the things they are seeing.

273
274 Ms. McMains stated there will be a special Selectboard meeting at the Town Garage to view the property. She
275 said once they have all the information on all the options there will be a vote on it. Ms. McMains noted that if
276 the option agreed upon is denied by the DRB, then they will proceed with Option 2. Ms. Mercer agreed.

277
278 **7. Approval of 11/4/10 minutes.**

279 On a **motion** by Ms. Mercer, seconded by Mr. Nulty, **the Selectboard approved the 11/4/10 minutes as written.**
280 The motion passed 3-0.

281
282 **8. Other Business**

283 Ms. McMains discussed a meeting she attended with the Underhill Selectboard to discuss Sheriff coverage. She
284 noted she would distribute materials to the other members for the budget discussion.

285
286 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard adjourned the meeting at 9:56 p.m.** The
287 motion passed 3-0.

2
3 **Selectboard Meeting**

4 **December 2, 2010 at 7:00 p.m.**

5 **Jericho Town Hall, 67 Vermont Route 15**

6
7 **Members present:** Catherine McMains (Acting Chair), Kim Mercer

8
9 **Others present:** Todd Odit (Town Administrator), Amy Richardson (Secretary), Mary Bassett, Holly Hall

10
11 Meeting called to order by Ms. McMains at 7:05 p.m.

12
13 **1. Public comment.**

14 There was none.

15
16 **2. Deborah Rawson Library Budget Presentation.**

17 Ms. Bassett discussed the proposed budget presented to the Selectboard, with an overall 2.9% increase from the
18 previous year. She stated the library has decided not to pursue the yellow house. Ms. Bassett said they need to
19 expand, but didn't feel they could make a request for the purchase and for the expansion. She said they are
20 developing their five year plan, which should discuss the timeframe for an expansion. Ms. Bassett discussed the
21 limitations of the current space and the potential to expand back toward the Underhill ID School. She said with
22 the projected growth being discussed relating to the Village Center Designation, the library is likely to become
23 much busier.

24
25 Ms. McMains noted that it is exciting that the library is already too small. Ms. Bassett said they have had good
26 success with fundraising and discussed the various efforts. She noted the increase in insurance expense and a
27 modest increase in salaries for the staff.

28
29 Ms. Mercer clarified that the total increase for Jericho taxpayers will be 2.9%. Ms. Bassett confirmed that would
30 be the increase. She expressed appreciation for the Town's support and the numerous volunteer hours given
31 every year. Ms. Bassett pointed out some restricted donations and discussed Dr. Rawson's continued support.
32 She discussed the condition of the roof, noting that a lot of shingles were lost in this week's storm.

33
34 The Selectboard expressed their appreciation for the presentation.

35
36 **3. Approval of 11/18/10 minutes.**

37 The Selectboard tabled discussion of the 11/18/10 minutes.

38
39 **4. Other Business**

40 Ms. McMains discussed the Park & Ride Committee, a subset of the Energy Task Force. She said the committee
41 is moving along and it seems like it may require more staff time. She said the Selectboard should determine
42 whether the Town would want a park & ride. Ms. McMains discussed the possibility of having multiple, small

43 lots to limit the Town's investment. She discussed the steps that would need to be taken to move the project
44 forward. Ms. McMains stated she likes the idea, but she wants to make sure it is supported by the Town.
45
46 Ms. Mercer discussed her concern that the small lots would quickly fill up and an alternative solution would
47 need to be identified. She said the park & ride, if in the right place and promoted properly, would be very
48 successful. She discussed the Richmond park & ride. Ms. Mercer stated she does not want to dilute the
49 potential for a bigger lot in the future.
50
51 Ms. McMains discussed various potential locations which were identified through a Metropolitan Planning
52 Organization (MPO) study. She said the Town could start with one lot and expand to other lots as needed. She
53 said this would not require a large investment at the start, but would require staff time.
54
55 Ms. Mercer noted her support of the effort. She discussed the effort that will be needed to change habits and
56 this would be a good test. Ms. Mercer discussed the greenhouse gas emissions issue and stated a more
57 permanent solution is needed. The Selectboard discussed how to get started and the goals of the committee.
58 They also discussed other potential solutions being discussed by the committee and Chittenden County
59 Transportation Authority (CCTA).
60
61 Mr. Odit stated that he and Mr. Jensen have discussed the matter and think it would make sense to look at the
62 feasibility of using the Town's land on Packard Road. He noted that many of the grants require the property to
63 be municipally owned. He said the property is approximately ½ an acre and could be a larger parking area. The
64 Selectboard and Mr. Odit discussed the property and grants. The Selectboard agreed the project should move
65 forward.
66
67 Mr. Odit stated the Town received its health insurance information for the next calendar year, noting a 7.7%
68 increase. He said this is pretty good compared to increases other Town's are seeing. He noted the same plan is
69 available this year, so they will stay with it.
70
71 The Selectboard asked about the budget process. Mr. Odit said he has a draft budget ready and is now working
72 on the capital budget. He said he hopes to have the budget summary and budget binder available at the first
73 meeting in January, and then they would need to schedule a budget work session.
74
75 Ms. McMains asked if additional funds will be needed in the highway budget. Mr. Odit said they will, but the
76 increase does not bring it to the level it was a few years ago. He stated that a few years ago it was up to
77 \$430,000 and this year it will be around \$275,000. He discussed other areas that will need additional money this
78 year and areas that will be added that were not previously budgeted for. Mr. Odit said it is not a large increase,
79 given that there was not much of an increase the past two fiscal years.
80
81 Ms. McMains noted that there will be a hearing on the Town Plan before the next Selectboard meeting.
82
83 On a motion by Ms. Mercer, seconded by Ms. McMains, the Selectboard adjourned the meeting at 7:32 p.m.
84 The motion passed 2-0.

2
3 **Selectboard Meeting**

4 **December 16, 2010 at 7:00 p.m.**

5 **Jericho Town Hall, 67 Vermont Route 15**

6
7 **Members present:** Tim Nulty (Chair), Catherine McMains, Kim Mercer

8
9 **Others present:** Todd Odit (Town Administrator), Amy Richardson (Secretary), Seth Jensen (Town Planner), Bob
10 Uerz, Grant Clarke, Michelle Hayes, Glenn Hayes, Phyl Newbeck, Jennifer Frick, Richard Frick, Ann Broekhuizen,
11 Barry King, Robin Bartlett, Hew Vogelmann, Heather Furman, Emilie Alexander, Chris Kigle, Caroline Cheput,
12 Jessica Alexander, Barry Driscoll

13
14 Meeting called to Public Hearing to order by Ms. McMains at 7:05 p.m.

15
16 **1. Public Hearing – Draft 2011 Town Plan & Zoning Map Changes**

17 Mr. Jensen presented a draft of the 2011 Jericho Comprehensive Town Plan. He explained the Town Plan is a
18 "vision" document and sets the framework for various Town Boards for the next five years. He said it is also the
19 foundation for other Town documents (i.e. regulations, Capital Plan, policies, ordinances, etc.). Mr. Jensen
20 explained the approval process for the plan and highlighted each of the twelve sections. He discussed the
21 proposed map changes, relating to Open Space and Village Center Districts. He explained there will be at least
22 one more public hearing before the Town Plan is adopted.

23
24 **Public Comment**

25 Mrs. Frick recognized the hard work that went into the Town Plan. She encouraged the Town to protect its scenic
26 and historic qualities. Mrs. Frick noted there was only one mention of protecting the peace and quiet of the
27 Town's country neighborhood. She discussed the noise pollution issue on Plains Road, noting it has been
28 intolerable for more than 30 residents. Mrs. Frick proposed language, from other Town's noise ordinances, to be
29 used as in the Town Plan, reading the proposed language. She encouraged the implementation of standards that
30 will eliminate unreasonable noise in the Town.

31
32 Mr. Frick also recognized the work that went into the Town Plan. He agreed with Mrs. Frick's views, but stated it
33 is only the first step. He said two other items will need to be addressed: 1) a noise ordinance is needed; and 2)
34 an enforcement effort is needed. He asked the Selectboard to discuss the status of the possible joint law
35 enforcement with Underhill. Mr. Frick asked about the procedure to discuss concerns and the Town's
36 procedures. He discussed how other residents might feel about a noise ordinance, noting that the goal is to
37 restrict unreasonable noise, not eliminate it. He discussed other Towns with noise ordinances. Mr. Frick stated
38 that a large group of residents experienced a difficult situation, which is being resolved, but they would like to
39 avoid such a situation in the future.

41 Ms. McMains expressed her appreciation for the comments and noted this is the appropriate way to address the
42 issues. The Selectboard discussed the process to amend the Town Plan and to pass an ordinance. They also
43 discussed the joint meeting with Underhill to discuss a potential joint contract for law enforcement.

44
45 Mr. Uerz asked for an additional goal statement to maintain a quiet and peaceful community. He discussed
46 growth in the Town and gave examples of positive and negative results of the growth. He discussed traffic issues
47 on Skunk Hollow Road and Plains Road. Mr. Uerz encouraged further discussion with other Towns about
48 potential shared law enforcement. He stated he supports a noise ordinance and noted there are a number of
49 models available for use. Mr. Uerz said strong regulations and law enforcement are needed. He discussed
50 concerns about large development projects happening off of dirt roads as the economy improves.

51
52 The Selectboard said the law enforcement issue will be discussed further during the budgeting process. The
53 Selectboard noted they are aware of the Skunk Hollow Road issue.

54
55 Ms. Broekhuizen encouraged the Selectboard to enact a noise ordinance. She noted there is a Noise Pollution
56 Clearinghouse in Montpelier that will provide free information and advice. She stated that noisy facilities should
57 not be allowed within two or three miles of residences.

58
59 Mr. Clarke noted his support of the proposal and encouraged the Selectboard to adopt an ordinance.

60
61 The Selectboard and Mr. Jensen discussed the process for making changes to the Town Plan. They also discussed
62 2010 Census information, asking if it could be incorporated where available. Mr. Odit suggested a minor
63 amendment to the plan in a year or two to incorporate the information and avoid running into the census issue
64 every time the plan is revised. The Selectboard and Mr. Jensen discussed the use of interim estimates in the
65 Town Plan. Ms. McMains asked about the Regional Planning Commissions (RPC) involvement in the planning
66 process. Mr. Jensen noted they have reviewed it and did not raise any red flags.

67
68 **On a motion by Ms. Mercer, seconded by Mr. Nulty, the Selectboard closed the Public Hearing at 7:57 p.m.**
69 **The motion passed 3-0.**

70
71
72 Mr. Nulty called the Selectboard meeting to order by Mr. Nulty at 8:01 p.m.

73
74 **2. Public comment.**

75 There was none.

76
77 **3. Jericho-Underhill Park District Board Member Interview – Michelle Hayes.**

78 Ms. Hayes was introduced to the Selectboard and it was noted she is finishing Lawrence's term. Ms. Hayes
79 discussed her interest in the park and how she helped out after the recent wind storm damage.

80
81 **On a motion by Mr. Nulty, seconded by Ms. McMains, the Selectboard appointed Michelle Hayes to the**
82 **Jericho-Underhill Park District Board. The motion passed 3-0.**

83

84 The Selectboard thanked Ms. Hayes for volunteering.

85

86 **4. Mobbs Farm Committee Request for Grant Submittal Approval.**

87 Ms. Furman said the committee is requesting permission to submit a grant application. She discussed the
88 management plan that was approved in 2009, noting they are slowly implementing it. She discussed a trail that
89 has safety concerns. Ms. Furman said they had an assessment done to determine the upgrades needed,
90 including a bridge. She discussed the priorities and stated they are trying to address the safety concern as
91 quickly as possible.

92

93 Ms. Furman stated the report prioritizes the improvements and offers concrete solutions. She discussed other
94 areas the person has done work and noted the committee is using the report as the basis of their grant
95 application. She said they will need to match 20%, but discussed how that can be done using donated materials
96 and volunteer labor. She noted they may need some financial support from the Town to help with the match.

97

98 Ms. Furman stated the grant limit is \$20,000 and the 20% match would be no more than \$4,000. She noted the
99 committee will be able to provide materials and volunteer labor for the majority of the match. She discussed
100 which areas they intend to address with the grant, stating they will get estimates for completing multiple pieces
101 at one time, which will save money. Additionally, she noted they will seek bids from more than one contractor.

102

103 The Selectboard discussed the possibility of using a Request for Proposals (RFP). They also discussed adding
104 other items until the project reaches the \$20,000 grant limit. Ms. Furman stated they intended to maximize the
105 grant funding. Mr. Nulty suggested that at least half of the \$4,000 match be in the form of in-kind donation of
106 volunteers or materials. Ms. Furman agreed that was reasonable.

107

108 The Selectboard, Ms. Furman, and Mr. Driscoll discussed damage to the area from the recent wind storm. Ms.
109 Furman noted that the Chittenden County Forester would be coming to assess the damage and advising them on
110 the best course of action. She said it is dangerous for volunteers to be working to clean up the damage and
111 noted they are advising people not to move anything until the Forester has been up there.

112

113 The Selectboard and Ms. Furman discussed the timeframe for funding. Ms. Furman noted the committee's
114 budget was submitted for routine work and did not include this project.

115

116 **On a motion by Ms. McMains, seconded by Ms. Mercer, the Selectboard approved the Mobbs Farm**
117 **Committee's request to submit a grant application for trail improvements. The motion passed 3-0.**

118

119 **5. Town Library Request for Funds for Painting.**

120 Emilie Alexander discussed the Jericho Town Library's new furnace, noting the grant that funded it did not cover
121 anything beyond installation of the furnace. She said they would like to paint the ceiling and duct work. She said
122 they have an estimate and are asking for help to pay for the painting.

123

124 The Selectboard and Ms. Alexander discussed the reason for the painting, functional versus aesthetics. Ms.
125 Alexander discussed the challenges involved in painting the ceiling of the Library and asked the Selectboard to

126 consider some contribution. She discussed other projects done recently and how they were funded, noting that
127 many of their funding sources have dried up.

128

129 The Selectboard asked about the distribution of library patrons among the Towns and about fundraising efforts.
130 Ms. Alexander said they fundraise all year long to maintain the library and only use Town money for salaries,
131 utilities and purchasing books, noting that everything else is done with donations.

132

133 The Selectboard and Ms. Alexander discussed the timeline and cost estimates. Mr. Nulty noted it would be
134 helpful to have information on how many people use the library and where they live. Ms. Mercer stated that
135 since it is an aesthetic issue, she feels the patrons should be asked to support the improvement. Ms. McMains
136 clarified that the Town owns the building. Mr. Odit said further discussions should be held to determine the
137 relationship between the Town and the Library. He discussed who should participate in the meeting and the
138 need to formalize the relationship since the Town owns the building.

139

140 Mr. Odit said he would get the patron distribution list from the library and report back to the Selectboard at the
141 next meeting. Ms. Alexander discussed the Home Card System. Mr. Kigle suggested the library provide a
142 detailed description of what has been done to the building using grant monies.

143

144 **6. Draft Town Plan and Zoning Map Discussion and Warn Public Hearings.**

145 The Selectboard, Mr. Odit, and Mr. Jensen discussed how to make changes and the timing of the second public
146 hearing. Mr. Odit said the staff could draft language, attentive to the comments made, and the Selectboard
147 could review them at their next meeting.

148

149 Ms. Mercer expressed concern about the projected increase in traffic on Route 15. She noted that no other road
150 in Jericho has traffic that compares to Route 15. She discussed safety and noise issues related to the traffic. Ms.
151 Mercer said she didn't know if the Town Plan can address the concerns since it is a State road, but noted it is a
152 problem for a lot of the population and is projected to increase 40%.

153

154 The Selectboard discussed how to incorporate the issue into the Town Plan. Mr. Odit noted Route 15 is part of a
155 Corridor Management Program and said he could see if there is anything in there that addresses the issue. The
156 Selectboard discussed potential solutions, including: building a bypass; reducing the speed limit; improving the
157 pavement; or installing noise screens.

158

159 Mr. Odit suggested looking at the corridor study and making revisions to the transportation section of the Town
160 Plan to address the concern. Mr. Jensen noted two of the Town's village centers are along Route 15 and
161 discussed the benefits, including the Town's ability to get authority over speed control in the centers. The
162 Selectboard discussed traffic disruptions and how it will be affected if the "Circ" is completed.

163

164 Ms. Mercer said the Town should recognize the problem, acknowledging any solution would be expensive and
165 complicated. Mr. Odit said he could look into gaining control over the sections in the village centers and
166 discussed how other sections were given over to other Towns.

167

168 The Selectboard asked the staff to look at language with Ms. Mercer to address concerns about Route 15. Mr.
169 Odit discussed the long term impact on the village centers and what could be done if it was a Class I road. Ms.
170 Mercer noted that many of the affordable homes are along Route 15, noting safety concerns with kids located so
171 close to the busy road.

172

173 **On a motion by Ms. McMains, seconded by Ms. Mercer, the Selectboard agreed to have the second**
174 **discussion/Public Hearing of the 2011 Town Plan & Zoning Map on February 17, 2011. The motion passed 3-0.**
175

176

176 **7. Proposed Fiscal Year 2012 Budget Overview.**

177 Mr. Odit presented the draft budget to the Selectboard. He asked the Selectboard to review the binder and
178 recommended a Saturday work session in January. The Selectboard agreed to two work sessions on:

- 179 • January 8, 2011 at 2:00 p.m.; and
180 • January 15, 2011 in the morning.

181

182 Mr. Odit explained how the binder is put together. The Selectboard discussed the Safe Routes to Schools project,
183 how the money was spent and how it is reimbursed to the Town.

184

185 **8. Approval of 11/18/10 and 12/2/10 minutes.**

186 **On a motion by Ms. Mercer, seconded by Ms. McMains, the Selectboard approved the 11/18/10 minutes as**
187 **amended. The motion passed 3-0. On a motion by Ms. Mercer, seconded by Ms. McMains, the Selectboard**
188 **approved the 12/2/10 minutes as written. The motion passed 2-0, 1 abstained.**
189

190

190 **9. Other Business**

191 Ms. Mercer asked if the use of a permit was ever discussed in conversations about the Mobbs Farm parking lot.
192 She noted this would seem to be a way to resolve some of the concerns and to raise some money. The
193 Selectboard discussed the idea, noting that it was suggested years ago. They discussed the enforcement
194 challenges with multiple entrances.

195

196 Jessica Alexander discussed the Town Clerk portion of the budget, relating to her salary. She discussed the
197 challenges with the job and noted her accomplishments over the past ten years. She relayed information on
198 peer salary levels and agreed to provide the information to the Selectboard in an e-mail.

199

200 The Selectboard acknowledged receipt of an email from Mr. Devost about the Burn Ordinance. The Selectboard
201 discussed concerns raised by Mr. Clark and Mr. Tillotson about the ordinance. Mr. Odit clarified that there was a
202 difference in the interpretation of the law. The Selectboard asked Mr. Odit to contact Mr. Clark and report back
203 on how to address the concerns.

204

205 **On a motion by Ms. McMains, seconded by Ms. Mercer, the Selectboard entered Executive Session to discuss**
206 **personnel issues at 9:25 p.m. The motion passed 3-0.**
207

208

208 **On a motion by Ms. Mercer, seconded by Ms. McMains, the Selectboard exited Executive Session at 9:58 p.m.**
209 **The motion passed 3-0.**
210

211

211 **On a motion by Ms. McMains, seconded by Ms. Mercer, the Selectboard adjourned the meeting at 10:00 p.m.**
212 **The motion passed 3-0.**